# **OKALOOSA COUNTY**

# COMPREHENSIVE EMERGENCY MANAGEMENT PLAN (C.E.M.P)

# BOARD OF COUNTY COMMISSIONERS

**Emergency Management Division** 

July 2015



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- ESF 2/Communications Unit
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- ESF 4/Firefighting Unit
- ESF 5/Planning Section
- ESF 6/Mass Care Unit
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- ESF 8/Health and Medical Unit
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# ANNEX II - RECOVERY

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# IMPORTANT NOTICE TO THE PUBLIC

Okaloosa County does not offer any guarantee of safety or level of service during or after a significant emergency event. Unpredictability and a tendency toward misinformation, especially in the early stages of the incident, characterize the nature of such events. The public is hereby advised that each individual must bear responsibility to be aware of the hazards they face, to be prepared to deal with such hazards, and to take prudent action when faced with danger. In the event of a tropical storm system impact the public should be prepared for the first 72 hours after landfall.

The broadcast media is the means by which the public is alerted to pending danger. The public should not depend on door-to-door notifications.

Limited resources and legal restrictions inhibit the ability of government to provide individual services or to perform damage control tasks on private property after an emergency. The public should ensure their property is in proper maintenance, and undertake to obtain sufficient Homeowners, hurricane, and flood insurance to recoup losses from any incident.

Pets and animals are the responsibility of the owner. Okaloosa County government does not have sufficient resources to care for lost pets or animals in distress following a disaster. Pet and animal owners should take precautions to ensure animals are properly sheltered and cared for. If owners are evacuating they should take pets with them or arrange for their care until the owners return.

Disasters impact entire communities. An efficient response depends on the entire community acting together toward a common goal – the physical and economic recovery of the area. Citizens, government, businesses, churches, and social groups all have important roles to play. The response and recovery depends on everyone doing their part. Each must strive to be a part of the solution.

Emergency situations often change minute-by-minute or hourly. For example, a hurricane track or intensity can change unexpectedly. For this reason, it is important for the public to maintain their alert during such situations by frequently checking radio and television broadcasts for updates. It is advised that the public purchase a NOAA weather radio to receive timely warnings. It is recommended that the public register for the automated Okaloosa County weather warning system.

# CEMP DISTRIBUTED CHANGES

Changes to the CEMP will be distributed based on the distribution list in the Appendix Section of this document. Changes will be posted by agencies upon receipt. Agencies will annotate date of change on the form below. All pages removed and inserted will be annotated on the form below next to the date of change. Once changes to the agencies copy of the CEMP have been completed, the agency will send a letter of confirmation to Okaloosa County Emergency Management. The letter will state that changes have been made, the date changes were completed, and the responsible person who made the changes to the agencies copy of the CEMP.

Date of Change	Remove Pages	Insert Pages

# INDIVIDUAL AGENCY CEMP RECORD OF CHANGES

# EXECUTIVE SUMMARY

Okaloosa County is vulnerable to a variety of hazards that threaten our communities, businesses and the environment. This Comprehensive Emergency Management Plan (CEMP) establishes the framework to ensure the County will be as prepared as possible to deal with these hazards. The CEMP outlines the roles and responsibilities of the public and private sector agencies within the county involved in emergency activities as well as the coordination required to obtain assets external to the county, i.e. Federal, State or other local governments. The CEMP unifies the efforts of these groups for a comprehensive approach to reducing the effects of an emergency and/or disaster.

The CEMP addresses the four phases of emergency management (Preparedness, Response, Recovery and Mitigation), parallels federal and state activities set forth in the Federal National Response Framework and State of Florida Comprehensive Emergency Management Plan and describes how national and state resources will be coordinated to supplement County resources in response to a disaster.

The CEMP is divided into the following sections: The Basic Plan and Recovery, Mitigation and Administrative and Hazard Specific Annexes. The Emergency Support Function Plan is used with, but not part of the Plan and describes, in detail, the procedures to accomplish these responsibilities.

**The Basic Plan** – The Basic Plan section of the CEMP outlines how Okaloosa County will prepare for, respond to, recover from, mitigate, and administrate the hazards that impact the disaster. The Basic Plan addresses such areas as: Concept of Operations, financial management policies and the method to conduct a Capabilities Assessment to determine adequacy of planning.

**Annexes** – The CEMP contains more detailed information pertaining to operational (Recovery and Mitigation) procedures, administrative matters and specific hazards in annexes as follows:

- **ANNEX I:** EMERGENCY SUPPORT FUNCTIONS
  - ESF 1/Transportation Unit
  - ESF 2/Communications Unit
  - ESF 3/Public Works and Engineering Unit
  - ESF 4/Firefighting Unit
  - ESF 5/Planning Section
  - ESF 6/Mass Care Unit
  - ESF 7/Resource Support Unit and Procurement Unit

- ESF 8/Health and Medical Unit
- ESF 9/Search and Rescue Unit
- ESF 10/Hazardous Materials Unit
- ESF 11/Food and Water Unit
- ESF 12/Energy Unit
- ESF 13/Military Support Unit
- ESF 14/Public Information
- ESF 15/Volunteers and Donations Unit
- ESF 16/Law Enforcement and Security Unit
- ESF 17/Animal Control
- ESF 18/Municipalities
- ESF 19/Business
- ESF/20 Citizens Information Line
- ANNEX II: RECOVERY
  - **APPENDIX II-1** Recovery
  - APPENDIX II-2 Long Term Recovery Resource Guide
- ANNEX III: MITIGATION
- **ANNEX IV:** ADMINISTRATIVE APPENDICES
  - **APPENDIX IV-1** Promulgation Letter
  - **APPENDIX IV-2** Acronyms
  - APPENDIX IV-3 Glossary
  - APPENDIX IV-4 NIMS Position Checklist
  - APPENDIX IV-5 NIMS FORMS
  - APPENDIX IV-6 NIMS Resource Typing

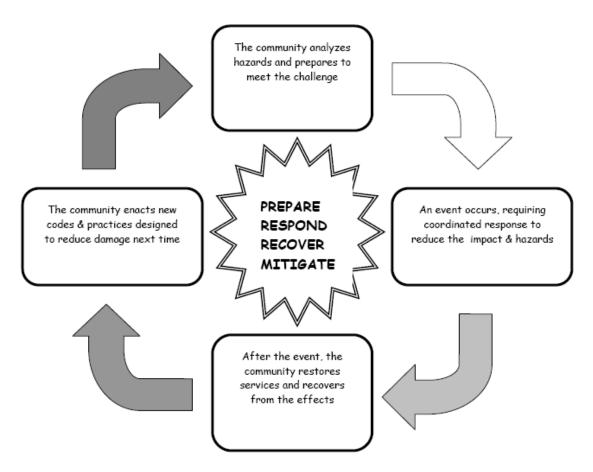
- **APPENDIX IV-7 –** Critical Facilities and Maps
- **APPENDIX IV-8** Miscellaneous Information
- APPENDIX IV-9 State of Florida Emergency Management Capabilities Assessment Checklist
- APPENDIX IV-10 Distribution List

# I. INTRODUCTION

#### A. PURPOSE

The CEMP is both operations and planning oriented. The CEMP addresses mitigation, preparedness, response, and recovery. The CEMP defines the roles of county, city, and volunteer agencies, including elected officials, through the Basic Plan and Annexes that deal with the 20 Emergency Support Functions (ESF) and disaster mitigation and recovery. This is done in concert with the State of Florida's CEMP and the Federal Government's National Response Framework in order to establish a level of operational continuity. The CEMP is functional in a multi-jurisdictional setting where cross-jurisdiction coordination is required. This is achieved through the use of the National Incident Management System (NIMS), explained below.

# THE EMERGENCY MANAGEMENT CYCLE



The Okaloosa County Comprehensive Emergency Management Plan (CEMP) is written with an "All Hazards" approach. The Basic Plan addresses procedures and guidelines that will take affect in any type of

major emergency incident. Each agency, department, and municipality should develop their own standard operating procedures to implement emergency procedures.

The plan describes the basic mechanisms and structures by which Okaloosa County will mobilize resources and conduct activities to protect the public, maintain control of emergency response, and restore government services to a minimum acceptable level after a disaster. Each ESF will work under the National Incident Management System/Incident Command System within each of their groups. For overall operations, Okaloosa County will use the National Incident Management System (NIMS). Okaloosa County Emergency Management will serve as the coordinating point for NIMS activities for Okaloosa County and its municipalities.

For consistency with federal, state, and local response structures the CEMP follows the framework of the National Incident Management System (NIMS). Should an incident occur in Okaloosa County that requires multiple jurisdictions, functional agencies, and emergency responder disciplines, it is critical that the operations of the incident be coordinated effectively and efficiently across public, private, and volunteer agencies on the local, state, and federal levels of government. NIMS uses a systems approach to integrate all emergency agencies into a unified framework for incident management from an all-hazards approach. This framework forms the basis for interoperability and compatibility that will enable a diverse set of public, private, and volunteer agencies to conduct well-integrated and effective incident management operations. This framework also allows for the integration of improved technologies and concepts to enhance the overall response capabilities and coordination. The use of NIMS is a nationwide effort that is federally mandated for local, state and federal government agencies per Homeland Security Presidential Directive 5 (HSPD-5).

In Okaloosa County, ICS/NIMS is used for single agency responses on a daily basis. If multiple agencies are required to respond to an incident, ICS/NIMS can be expanded into a Unified Command. If multiple incidents occur simultaneously which require multi-agency response, an Area Command can be set up to ensure efficient prioritization and use of resources. Okaloosa County's ICS structure is flexible and can integrate into any of the above scenarios.

The plan serves as the foundation for emergency operations. The very nature of emergencies dictates a maximum amount of flexibility. Therefore, it is considered better to pursue a rational and practical course to meet contingencies than to blindly follow this plan. If the situation demands deviation from the plan, the agency concerned should determine the best course of action and inform the Emergency Operations Center (EOC) or command authority at the first opportunity.

The plan establishes a framework for a systematic, coordinated, and effective response to significant incidents. The plan establishes fundamental policies and assumptions; sets forth a concept of operations; establishes a mechanism for interagency coordination; assigns specific functional responsibilities; and outlines mitigation functions in the Appendix Section of this document.

An effective emergency management program must be a community effort, with emphasis on the roles and responsibilities of private, as well as public, entities. Each citizen, each business, and each government agency must understand their individual and collective responsibilities if the community is to meet the challenge.

#### B. SCOPE

This plan encompasses the following:

- Describes the various types of events which are considered to be likely to occur.
- Establishes the concepts under which the governments and agencies of Okaloosa County will operate in response to major or catastrophic emergencies by defining the responsibilities of each functional area of response.
- Defines the emergency response organization and structure.
- Establishes the framework for detailed supportive planning by county agencies, municipalities, private and voluntary organizations, and provides for expeditious, effective, and coordinated employment of available resources before, during and after a major or catastrophic emergency.
- Identifies actions required by county and municipal governments to obtain assistance and relief from the state, non-governmental and private organizations, and the federal government.
- Establishes fundamental policies, program strategies and assumptions.
- Establishes a concept of operations spanning the direction and control of an emergency from initial monitoring through post-disaster response and recovery.
- Defines an interagency coordination mechanism to facilitate delivery of immediate assistance, and direction and control of response and recovery resources.

- Assigns specific functional areas of responsibilities to appropriate county and municipal departments and agencies, as well as private sector groups and volunteer organizations.
- Addresses the various types of emergencies which are likely to occur, from minor to major or catastrophic.
- Identifies actions that county response and recovery organizations will take, in coordination with their state and federal counterparts.
- The plan applies to all Okaloosa County departments and agencies that are tasked to respond to a disaster or significant event.
- The plan does not address how municipalities will deploy their assets or expend their resources. Municipalities should prepare their own plans and coordinate their plans and activities with the Okaloosa County Department of Public Safety. Procedures for county aid to cities are addressed in the plan.

"Each municipal emergency management plan must be consistent with and subject to the applicable county emergency management plan. In addition, each municipality must coordinate requests for state or federal emergency response assistance with its county."

Chapter 252, FSS para 252.38(2)

# C. ORGANIZATION

# 1. The Basic Plan

The Basic Plan section of the CEMP describes, in general terms, how Okaloosa County will mitigate, prepare for, respond to, and recover from the impacts of a large-scale emergency or disaster. The Basic Plan contains sections that address areas such as: the responsibilities of the county and city government, method of operations, financial policies that will be adhered to during times of emergency or disaster, and continuity of government. The Basic Plan also describes how Okaloosa County will manage large scale emergencies and disasters in accordance with the National Incident Management System (NIMS). The Basic Plan also contains a section that addresses recovery issues in order to ensure a rapid and orderly implementation of rehabilitation and restoration programs for persons and property affected by an emergency or disaster. The Basic Plan contains a section addressing mitigation issues so that Okaloosa County has a framework that will be used to reduce the affects of potential emergencies or disasters before they occur. Non-disaster; normal operations is depicted by the organizational chart below.2. Annexes to the Basic Plan

Annexes to the Basic Plan set forth the specific details for emergency operations within the Emergency Support Function For example, Tab 1 covers procedures for the ESF concept. 1/Transportation Unit. The Basic Plan Annexes section organizes the county into Emergency Support Functions, or ESFs. In conjunction with the State of Florida Comprehensive Emergency Management Plan and the National Response Framework, Okaloosa County has identified an initial 20 Emergency Support Functions as described in the appendices. Each of the 20 appendixes to the Basic Plan, at a minimum, contain a method of operation and the responsibilities of the primary and support agencies that will respond in support of county government. Each ESF will have descriptions of their roles under the Okaloosa County NIMS/EOC Interface.

# 3. Tabs

Tabs contain more detailed information for a particular subject.

# 4. Appendices

Appendices to the plan include supporting plans and agreements that are not an integral part of the CEMP, but which are considered as supporting documents. These will be maintained on file in the Emergency Management office, but will not be distributed.

Keeping in mind that few people actually read a plan from cover to cover, but instead scan the portions relevant to their field of interest, there is intentional duplication of some key points throughout the plan.

# D. METHODOLOGY

The Emergency Management Chief of Okaloosa County Public Safety developed this plan. It is based on a combination of lessons learned from previous emergencies (both in county and elsewhere), state and federal plans or regulations, guidance from disaster research groups, and local coordination.

Plan development and maintenance is a primary functional responsibility of the County Emergency Management Chief. Active and on-going participation in the emergency planning process and in Plan production and evaluation is required of all who have responsibilities in Plan execution. This process involves a team of participants from all sectors of the community, and at all levels of authorities in those sectors, in a set of interrelated and reiterative activities as described in the following:

The Emergency Management Chief maintains an emergency management team consisting of designated and empowered

representatives of government agencies having operations in the county, critical businesses and industries, and volunteer and other concerned private groups. The organizations providing key members of this longstanding, broadly based multi-purpose team are more formally identified in the Okaloosa County ESF matrix in the Organizational section of this plan. Those identified with ESF primary and support responsibilities comprise the core emergency management planning team. Those on the core team also have key roles in Plan training and evaluation activities. This team meets twice a year to discuss planning, training, and operational needs to support their emergency management activities. In consultation with the core team, the Emergency Management Chief drafts the Basic Plan and revisions thereto, defining the Plan Purpose and Scope, providing analysis of hazards and financial and resource management issues as well as the other elements of the Basic Plan. The core emergency management planning team meets on an annual basis after the end of the Atlantic hurricane season to review the Basic Plan, ESFs, and supporting annexes to determine if changes need to be made based on new planning requirements, identified gaps, or identified areas of improvement. Changes are subsequently made in order to keep the plan current and functional.

Based upon contents of the draft Basic Plan, the Lead Agency for each ESF drafts an Annex for that ESF. This is done in coordination with the agencies that have support roles in that ESF. Each draft ESF Annex is reviewed by all affected ESFs to advance overall coordination and understanding. In the ESF drafting and review process, the Basic Plan, too, undergoes scrutiny for adequacy of policy, content, coverage, and concepts. The result of this reiterative draft-and-review activity is production of a final draft Basic Plan with Annexes.

The final draft Basic Plan with Annexes is reviewed by the County Attorney, the County Administrator, elected officials, and department and agency principles for official written concurrence preliminary to presentation by the Board of County Commissioners for adoption. Recognizing that the planning process is unending, Plan adoption may be undertaken even though some elements may be incomplete. Rosters of training and orientation seminars that cover ESF and Plan operations can also be found in the Okaloosa County EM Files.

# II. POLICIES & GUIDELINES

# A. DIRECTION AND CONTROL

#### 1. General

This plan assigns missions and sets forth the responsibilities of public and **"Each entity is responsible** for preparing its own implementing plans and

procedures."

private agencies within Okaloosa County, and defines the relationship between the county and municipalities or fire districts during significant incidents or disasters. Each entity is responsible for preparing its own implementing plans and procedures. The Emergency Management Chief is responsible for preparing and maintaining this plan, as well as for developing and maintaining OCPS Standard Operating Procedures to implement the plan.

This plan does not assume that any federal or state assistance will be forthcoming. To aid coordination (in the event such aid is offered) the plan does outline certain policies and procedures that will be in effect if outside help arrives.

Command relationships for significant incidents will generally follow the National Incident Management System (NIMS) or the Incident Command System (ICS). NIMS is tailored for multi-agency incidents, while ICS is used widely by the fire service during singleagency incidents. Both are very similar in form and function. The Emergency Support Function concept will be integrated into NIMS for EOC operations. These systems are depicted in the charts below.

# B. NATIONAL INCIDENT MANAGEMENT SYSTEM

The following is a description of each of the NIMS Sections and a summary of the responsibilities that each section may be tasked with. Some positions may or may not be needed depending upon the size and complexity of the incident. The ICS/UC is designed to expand and contract depending on the incident needs. The Span of Control for any Commander, Director, or Unit Leader should only be 3 – 5 people. If the number of direct reports is higher, Branch leaders shall be assigned to consolidate reporting for similar operational groups. The Incident Commander/Unified Command is responsible for assigning personnel to each position as warranted and as per Standard Operating Guidelines. Checklists outlining the specific responsibilities for all of these positions can be found in the Appendix Section of this document.

# 1. Command Staff

# a. Incident Commander

The Incident Commander is responsible for the overall management of all incident activities, including the development and implementation of strategy, and for approving the ordering and release of resources. In multijurisdictional incidents, the duties of the Incident Commander may be carried out by a unified command established jointly by the agencies that have direct jurisdictional or functional responsibility for the incident. In those single-jurisdiction incidents where assisting agencies have significant resources committed, the responsible agency may establish a unified command at the incident command level, or place assisting agency personnel in key positions within the organizational structure. The Incident Commander may have a deputy. The deputy's responsibilities will be as delegated by the Incident Commander.

# b. Public Information Officer

The Public Information Officer, a member of the command staff, is responsible for the collection and release of information about the incident to the news media and other appropriate agencies and organizations.

The Public Information Officer reports to the Incident Commander.

# c. Safety Officer

The Safety Officer, a member of the command staff, is responsible for monitoring and assessing hazardous and unsafe situations and developing measures for assuring personnel safety. The Safety Officer will correct unsafe acts or conditions through the regular line of authority, although he or she may exercise emergency authority to stop or prevent unsafe acts when immediate action is required. The Safety Officer maintains an awareness of active and developing situations, approves the medical plan, and includes safety messages in each Incident Action Plan.

The Safety Officer reports to the Incident Commander.

#### d. Liaison Officer

The Liaison Officer is responsible for interacting (by providing a point of contact) with the assisting and cooperating agencies, including fire agencies, the American Red Cross, law enforcement, public works and engineering organizations, and others. When agencies assign agency representatives to the incident, the Liaison Officer will coordinate their activities.

The Liaison Officer reports to the Incident Commander.

# e. Agency Representative (Emergency Support Function Representative)

An Agency Representative is assigned to an incident from an assisting or cooperating agency with full authority to make decisions on all matters affecting that agency's participation at the incident. Agency Representatives report to the Liaison Officer, if that position has been filled. If there is no Liaison Officer, Agency Representatives report to the Incident Commander. There will be only one Agency Representative from each agency assigned to the incident.

In Okaloosa County, the agency representatives are organized under Emergency Support Functions under the NIMS structure.

In small incidents, the Agency Representatives will answer to the Incident Commander. In larger incidents, agency representatives will answer to their respective Section Chiefs, who will in turn answer to the Incident Commander.

# 2. Planning Section

# a. Planning Section Chief

The Planning Section Chief, a member of the Incident Commander's general staff, is responsible for the collection, evaluation, dissemination, and use of information regarding the development of the incident and status of resources. Information is needed to:

- Understand the current situation.
- Predict the probable course of incident events to include identification of future resource requirements
- Prepare alternative strategies and control operations for the incident.

The Planning Section Chief reports directly to the Incident Commander. The Planning Section Chief may have a deputy. The deputy's responsibilities will be as delegated by the Planning Section Chief. Unit functions may be combined if workload permits.

# b. Situation Unit Leader (ESF-5 - Information and Planning)

The Situation Unit is primarily responsible for the collection and organization of incident status and situation information, and the evaluation, analysis, and display of that information for use by ICS personnel.

The Situational Unit Leader will answer to the Planning Section Chief.

# c. Resources Unit Leader (ESF-7 – Resource Support)

The Resources Unit is primarily responsible for:

- Seeing that incident resources are properly checked in.
- The preparation and processing of resource status change information.
- The preparation and maintenance of displays, charts, and lists which reflect the current status and location of operational resources, transportation, and support vehicles.
- Maintaining a file or check-in list of resources assigned to the incident.

The Resources Unit Leader will answer directly to the Planning Section Chief.

# d. Documentation Unit Leader (ESF-5 – Information and Planning)

The Documentation Unit is responsible for:

- Maintaining accurate and complete incident files.
- Providing duplication service to incident personnel.
- Packing and storing incident files for legal, analytical, and historical purposes.

The Documentation Unit Leader will answer directly to the Planning Section Chief

# e. Demobilization Unit Leader (ESF-5 – Information and Planning)

The demobilization of the resources and personnel from a major incident is a team effort involving all elements of the incident command organization. The Demobilization Unit develops the demobilization plan and coordinates and supports the implementation of that plan throughout the incident command organization. Several units of the incident command organization—primarily in logistics—are responsible for assisting in the demobilization effort. These units also should participate in the preparation of the plan.

The Demobilization Unit Leader is responsible for the preparation of the demobilization plan and assisting sections and/or units in ensuring that an orderly, safe, and cost-effective movement of personnel and equipment is accomplished from the incident.

Individual agencies and/or contractors may have additional specific procedures to follow in the process of incident demobilization.

The Demobilization Unit Leader will answer directly to the Planning Section Chief.

# 3. Operations Section

# a. Operations Section Chief

The Operations Section Chief, a member of the general staff, is responsible for the management of all operations directly applicable to the primary mission. The Operations Section Chief activates and supervises operations, organizational elements, and staging areas in accordance with the Incident Action Plan. The Operations Section Chief also assists in the formulation of the Incident Action Plan and directs its execution. The Operations Section Chief directs the formulation and execution of subordinate unit operational plans and requests or releases resources and recommends these to the incident commander. He or she makes expedient changes to the Incident Action Plan (as necessary) and reports such to the Incident Commander.

The Operations Section Chief may have a deputy. The deputy's responsibilities will be as delegated by the Operations Section Chief, and the deputy must serve in the same operational period.

The Operations Section Chief reports directly to the Incident Commander.

# b. Staging Area Manager

The Staging Area Manager (when utilized) is responsible for overseeing the staging area.

The Staging Area Manager reports to the Operations Section Chief.

# c. Branch Director

The Operations Branch Director is responsible for the implementation of the Incident Action Plan within the branch. This includes the direction and execution of branch planning for the assignment of resources within the branch. Branch Directors will be activated only when and as needed in accordance with incident characteristics, the availability of personnel, and the requirements of the Incident Commander and Operations Section Chief. The Deputy, if activated, must serve in the same operational period as the director.

The Operations Branch Director reports to the Operations Section Chief.

# d. Division / Group Supervisor (Operations)

Divisions divide an incident into natural separations where resources can be effectively managed under span-of-control guidelines. Examples of divisions are floors of a building or segments of a line. Groups are functional and describe activity. Examples of groups are ventilation, salvage, or secondary line construction.

The Division or Group Supervisor is responsible for:

- The implementation of the assigned portion of the Incident Action Plan.
- The assignment of resources within the division or group.
- Reporting on the progress of control operations.
- The status of resources within the division or group.

The Division/Group Supervisor reports to the Branch Director or, in the event that Branch Directors are not activated, to the Operations Section Chief.

#### e. Strike Team/Task Force Leader

The Strike Team or Task Force Leader is responsible for performing operations assigned to a strike team or task

force. The leader reports work progress, resource status, and other important information to a Division Supervisor and maintains work records on assigned personnel.

The Strike Team/Task Force Leader reports to a Division/Group Supervisor.

# 4. Logistics Section

# a. Logistics Section Chief

The Logistics Section Chief, a member of the general staff, is responsible for providing facilities, services, and materials in support of the incident. The Logistics Section Chief participates in the development of the Incident Action Plan and activates and supervises the branches and units within the Logistics Section.

The Logistics Chief reports to the Incident Commander.

# b. Logistics Support Branch Director

The Support Branch Director is responsible for the management of all support activities at the incident.

The Support Branch Director position will be activated only as needed in accordance with incident characteristics, the availability of personnel, and the requirements of the Incident Commander and Logistics Section Chief.

The Support Branch Director reports to the Logistics Section Chief.

# c. Ground Support Unit Leader

The Ground Support Unit Leader is primarily responsible for:

- Providing for the transportation of personnel, supplies, food, and equipment.
- Providing for the fueling, service, maintenance, and repair of vehicles and other ground support equipment.
- Collecting and recording information about the use of rental equipment and services initiated and requested.
- Implementing the traffic plan for the incident.

The Ground Support Unit Leader reports to the Logistics Section Chief.

# d. Food Unit Leader (ESF-11 – Food and Water)

The Food Unit Leader is responsible for determining feeding and cooking facility requirements at all incident facilities, menu planning, food preparation, serving, providing potable water, and general maintenance of the food service areas.

The Food Unit Leader reports to the Service Branch Director (if activated) or the Logistics Section Chief.

# e. Communications Unit Leader (ESF-2 – Communications)

The Communications Unit Leader, under the direction of the Service Branch Director or Logistics Section Chief, is responsible for developing plans for the effective use of incident communications equipment and facilities. These include:

- Installing and testing of communications equipment.
- Supervision of the incident communications center.
- Distribution of communications equipment to incident personnel.
- Maintenance and repair of communications equipment.

#### f. Logistics Service Branch Director

The Service Branch Director is responsible for the management of all service activities at the incident. The Service Branch Director position will be activated only as needed in accordance with incident characteristics, the availability of personnel, and the requirements of the Incident Commander and Logistics Section Chief.

The Service Branch Director reports to the Logistics Section Chief.

# g. Medical Unit Leader (ESF-8 – Health and Medical)

The Medical Unit Leader is primarily responsible for the development of the medical emergency plan, obtaining medical aid and transportation for injured and ill incident personnel, and preparation of reports and records. The Medical Unit may also assist operations in supplying medical care and assistance to civilian casualties at the incident. The Medical Unit Leader may require the services of a Welfare Officer to assist in resolving personnel matters or to support the general well-being of personnel assigned to the incident.

The Medical Unit Leader reports to the Service Branch Director in large incidents and directly to the Logistics Section Chief in smaller incidents when a Service Branch Director is not assigned.

# h. Facilities Unit Leader

The Facilities Unit Leader is primarily responsible for the activation of incident facilities (i.e., the base, camp(s), and Incident Command Post). The unit provides sleeping and sanitation facilities for incident personnel, and manages base and camp operations. Each facility is assigned a manager who reports to the Facilities Unit Leader and is responsible for managing the operation of the facility. The basic functions or activities of the base and camp manager are to provide security service and facility maintenance.

The Facilities Unit Leader reports to the Support Branch Director. Close liaison must be maintained with the Food Unit Leader, who is responsible for providing food for all incident facilities.

# i. Supply Unit Leader

The Supply Unit Leader is primarily responsible for:

- Ordering personnel.
- Ordering, receiving, and storing all supplies for the incident.
- Maintaining an inventory of supplies.
- Servicing non-expendable supplies and equipment.

The major functions of the unit are grouped into the ordering of equipment and supplies and the receiving and/or distribution of equipment, other than primary supplies. The Supply Unit Leader reports to the Support Branch Director during large incidents and directly to the Logistics Chief in smaller incidents when a Support Branch Director is not assigned.

# 5. Administration/Finance

# a. Administration/Finance Section Chief

The Finance/Administration Section Chief, a member of the general staff, is responsible to organize and operate the Finance/Administration Section within the guidelines, policy, and constraints established by the Incident Commander and the responsible agency. The Finance/Administration Section Chief participates in the development of the Incident Action Plan and activates and supervises the units within the section.

The Finance/Administration function within the Incident Command System is heavily tied to agency-specific policies and procedures. The Finance/Administration Section Chief will normally be assigned from the agency with incident jurisdictional responsibility. The organization and operation of the Finance/Administration function will require extensive use of agency-provided forms.

The Finance/Administration Section Chief reports directly to the Incident Commander.

#### c. Cost Unit Leader

The Cost Unit Leader is responsible to prepare summaries of actual and estimated incident costs. The unit also prepares information on costs of resource use and provides cost effectiveness recommendations.

The Cost Unit Leader reports to the Finance/Administration Section Chief.

#### d. Compensation/Claims Unit Leader

Compensation for injury and claims are handled together within one unit in NIMS/ICS.

The Compensation/Claims Unit is responsible for:

- The prompt preparation and processing of all forms required in the event of injury or death to any person.
- Gathering evidence and preparing claims documentation for any event involving damage to public or private properties which could result in a claim against the

agency. The Compensation/Claims Unit Leader must have firsthand knowledge of all required agency procedures on claims handling.

The unit leader and assigned specialist must work in close coordination with the Medical Unit, Safety Officer, and Agency Representatives.

The Compensation/Claims Unit Leader reports to the Finance/Administration Section Chief.

# e. Procurement Unit Leader

The Procurement Unit Leader is responsible to develop a procurement plan for the incident and to perform equipment time recording. The Procurement Unit Leader will ensure that goods and services are procured to meet the needs of the incident within his or her authority and the constraints of the Finance/Administration Section and the jurisdictional agency.

The Procurement Unit will work closely with the Supply Unit, which will implement the procurement plan and perform all incident ordering.

The Procurement Unit Leader reports to the Finance/Administration Section Chief.

# 6. Unified Command and Area Command

For incidents that require a multi-agency/multi-jurisdictional response, it may be necessary to initiate a **Unified Command** Structure. Incoming agencies or units who are not already part of the Okaloosa County NIMS/EOC interface will be assigned to work with their counterparts in the already-existing structure. This will ensure consistency of information, efficiency in use of resources, and an overall consistent response and recovery. No one will work outside of this structure.

When multiple incidents occur which may require the same jurisdictional or regional resources, it may be necessary to initiate an **Area Command** which may integrate the ICS/NIMS Structures of multiple jurisdictions. This would be required if identical resources (personnel or equipment) were being sought after for multiple incidents within the same area/region. In cases where area command is established: The Unified/Area Command shall work with the Planning Section to ensure that overall incident-related priorities are set. With little exception, priorities shall generally be, listed in order:

- Protection of Life
- Protection of Health and Welfare
- Protection of Property

This is consistent with overall incident priorities whether in Area Command or in single agency response.

The Unified/Area Command shall work with the Administration Section/Procurement Unit to ensure that critical resources are allocated according to the established Unified/Area Command priorities.

The overall Incident Commander (IC) shall work through the Unified/Area Command, along with the Planning Section, Logistics Section, Operations Section, and the Administration Section to ensure that the incident is being managed correctly, efficiently, and in accordance with incident goals and objectives set forth in the IAP.

The IC shall also work through the Unified/Area Command to ensure that incident management objectives do not conflict with each other or policies set forth by the response/recovery agencies.

The Unified/Area Command shall ensure that all requests for critical resources are directed to the Logistics Section in the EOC so that they can be analyzed, prioritized, and filled as deemed appropriate.

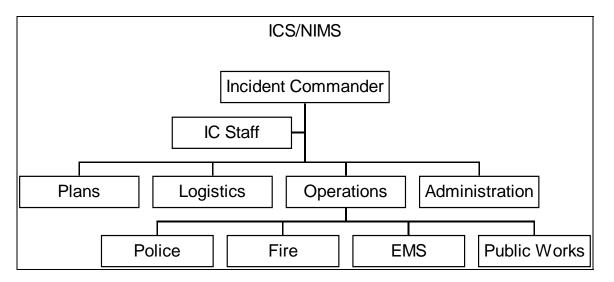
The overall IC shall work with the Planning Section to ensure that short-term emergency recovery is coordinated to assist in the transition to full recovery operation.

The Okaloosa County Board of County Commissioners is the lead authority in all emergency and disaster situations per Florida Statute 252. However, there may be a variation in who will act as lead advisory or lead response agency. The following table illustrates the lead response agencies and their legal authorities for each of the hazards to which Okaloosa County is vulnerable. These lead agencies would have a representative serving as Incident Commander for the incidents to which they are responsible.

Hazard/Special Planning Consideration	Frequency	Population Affected	Lead Agency	Applicable Statute	Comments
Civil Disorder	Infrequent	Varied	Sheriff	F.S. 870.041-8	FDLE, FHP, FMP, FLNG
Drought	Semi- frequent	Population & Agriculture	Extension		
Flood	Semi- frequent	All	Emergency Management	F.S. 252	FDEM
Freeze - Winter Storm	December - April	Population & Agriculture	Extension		
Hurricane	June- November	All	Emergency. Management	F.S. 252	FDEM
Tornado	Year Round	All	Emergency Management	F.S. 252	FDEM
HAZMAT	Infrequent	All	Fire	F.S. 252 & 29 CFR 1910.120	FDEP
Power Failure	Semi- frequent	All	Utilities		FDCA
Radiological	Infrequent	All	Public Health	F.S. 252	FDEP
Subsidence	Infrequent	All	Public Works	F.S. 252	USACE
Transportation – Air	Infrequent	All	Fire/Rescue	F.S. 252	FDLE, FHP, FBI, FAA, NTSB
Urban Fire	Frequent	Varied	Fire/Rescue	F.S. 252	Local Mutual Aid, FLFCA
Wildland Fire	Frequent	Varied	Fire/Rescue	F.S. 252	Local Mutual Aid, FLFCA, FDOF
Mass Casualty	Infrequent	Varied	Fire/Rescue	F.S. 252	Local Mutual Aid, FLFCA
Terrorist	Infrequent	Varied	Sheriff	F.S. 252	FDLE,PDD 29(FBI)
Mass Migration	Infrequent	Varied	Sheriff	F.S. 252 & 870	FMP, USCG, INS
Distinguished Visitor	Infrequent	Varied	Sheriff		FBI, USSS
Public Health Emergency	Semi- frequent	Varied	Public Health	F.S. 388.45	FDOH. CDCA
Chemical Spill – Waterway	Semi- frequent	Varied	Fire/Rescue		FMP, FDEP, USCG

#### **OKALOOSA COUNTY HAZARD RESPONSE FREQUENCY & MATRIX**

#### Figure 1. Basic Structure of the ICS/NIMS



During the above incidents, Emergency Management (upon request) will work directly for the On-Scene Incident Commander to coordinate technical and resource assistance, evacuation, etc. EMS will perform medical operations under the Operations Section of the NIMS or ICS. In the ESF system, EMS operates under the Public Safety Group during the response phase. As the incident transitions into the Recovery Phase, EMS will operate under the general supervision of the ESF 8/Health and Medical Unit Coordinator for operations in comfort stations and field clinics. All emergency response operations remain within the Public Safety Group.

Response priorities shall be as follows:

- Protection of Life
- Protection of Health and Welfare
- Protection of Property

These priorities shall be used in determining prioritization of resources and incident response.

When the Board of County Commissioners declares a formal Local State of Emergency, the Office of Emergency Management will assume incident management responsibilities for the overall operation (see Florida Statute, Title XVII, Chapter 252 for description). Such situations will likely affect a large area of the county, with several simultaneous incidents spread throughout the affected area. In such cases, the local fire or law enforcement officials will assume command of each specific incident, with overall responsibility for county-wide operations resting with Emergency Management and the Emergency Operations Center. The County Attorney maintains a declaration for use in an emergency.

The military will retain command and control for incidents occurring on military property or for incidents involving military assets in civilian areas. In the event of a military mishap in civilian areas, the civilian fire service will retain incident command until the military response forces arrive and are able to assume that responsibility. The military may request support from civilian agencies for on-base emergencies, and such support will be provided if available.

Additional information on responsibilities may be found in Section V, Responsibilities for Emergency Operations.

# C. LINE OF SUCCESSION

The line of succession for emergency operations conducted under the provisions of Chapter 252, F.S.S. shall be as follows:

- 1. The Board of County Commissioners
- 2. Any three county commissioners
- 3. The Chairman or Vice Chairman of the Board of County Commissioners.
- 4. Any County Commissioner
- 5. The County Administrator

The line of succession for agencies and departments will be specified in their SOPs and plans. The line of succession will reflect at least three levels of responsibility and delegation of authority.

#### D. RESOURCE COORDINATION

The Office of Emergency Management can provide resource coordination assistance during significant events that do not require a formal Declaration of Emergency. Such services can be initiated upon the request of the responding agency or municipality. Examples would include extended fire service operations or wilderness searches where external support is required.

When the Board of County Commissioners declares a formal emergency, the Emergency Operations Center (EOC) is activated to level one. All resource requirements should then be coordinated through the proper representative at the EOC. The EOC provides outside response and relief forces with the impact statement, primary damage assessment, and estimated type and quantity of assistance needed. Whenever possible, internal assets -- including contractors -- should be used before requesting outside assistance.

Okaloosa County will request State assistance through the designated Okaloosa County Emergency Logistics Section Chief. The Logistics Section Chief will then analyze the request and forward it to the state <u>only</u> <u>when</u> all other county resources are depleted, or expected to be depleted.

# E. RECOVERY OPERATIONS

Municipalities are responsible for damage assessment and restoration of services within their jurisdictions. When needs exceed their capabilities, municipal governments should identify the exceptional requirements and report them to the Okaloosa County Emergency Operations Center (EOC). If county assets are available, they will be provided to the municipality. If the assets are not available, the EOC will attempt to obtain mutual aid assets or, if appropriate, inform the municipality to seek private contractors.

The EOC will direct short-term recovery operations in the unincorporated areas, and will coordinate recovery support to the municipalities. The EOC will coordinate with state and federal agencies during the restoration process. Once the emergency transitions into recovery, each political subdivision, will coordinate with the state or federal agency providing direct assistance.

Each department within the county government is responsible for developing internal plans for carrying out its mission during recovery operations. The Emergency Management Chief will provide initial coordination and advice and assistance upon request. The County Planner and Director of Growth Management will provide staff coordination for long-term recovery issues.

The Emergency Management Chief will be the primary point-of-contact for coordinating federal and state Disaster Field Office (DFO), Disaster Assistance Center (DAC) operations or Disaster Recovery Center (DRC) in the county (incorporated and unincorporated areas). The Emergency Management Chief or designee is responsible for pre-identifying potential DRC locations. Site will be chosen based on accessibility for ADA compliance, traffic flow and size. Actual site utilized after a disaster event will be based on habitability of the location which was pre-identified. The Chief of Emergency Management or designee will request State of Florida participation, FEMA participation, and SBA through the EM Constellation system. The Okaloosa Walton United Way will be asked to man a position in the DRC. Okaloosa County will initially rely on mobile DRC site which allow for easy ingress and egress. The two primary mobile DRC sites are at the Mullet Festival site in the City of Niceville and the Spanish Trail Park in the City of Crestview. Fixed building locations will be identified after the event has occurred and will be placed as near to the impacted areas as is practical. Some fixed site locations have been identified and are listed in appendix IV-7 located in Annex IV of this plan.

Additional information on recovery may be found in Sections IV.B.2 and IV.F.5. and IV.G. Recovery, Redevelopment, and Hazard Mitigation; and Annex A, Recovery.

# F. OPERATING FACILITIES

The primary EOC is located at 90 Collage Boulevard, Niceville. If the primary EOC is rendered unusable, the EOC will relocate to the Destin-Fort Walton Beach Airport 1701 Florida 85, Eglin AFB, FL 32542. Potential sites for recovery operations are listed in the Appendix Section of this document, Master Location List.

# G. MUTUAL AID

In general, all local resources should be committed before requesting assistance from outside the county. One city may not have been impacted as severely, and may be able to provide assistance to the county or another city. Mutual Aid forces are not a cure-all, and are intended only to be an immediate, short-term aid to save life, reduce the risk to life, and to restore service to a minimum level necessary to conduct emergency operations. Long-term operational assistance must come through expanding local capabilities or through contracts with private vendors. During recovery, mitigation opportunities should be identified by municipalities, citizens, and the county, possible projects will be reported to the LMS committee.

During non-declared emergencies, response agencies may request military assistance in two ways: by coordinating through Okaloosa County Emergency Management, or by contacting the Command Posts at Hurlburt Field, Duke Field, or Eglin Air Force Base. Okaloosa County has a mutual aid agreement with the Civil Air Patrol, Eglin Flight Test Squadron, and the U.S. Army 6th Ranger Training Battalion for various types of military assistance. Eglin and Hurlburt fire departments are signatories to the automatic aid agreement. Department of Defense regulations and federal law govern other types of military assistance. During declared emergencies, all requests for military assistance will be processed through the EOC. Authority to request military (including National Guard) assistance is as follows:

For humanitarian aid, such as search & rescue, evacuation airlift or ground transport, etc., Emergency Management must make the request.

For security assistance, such as restoring or ensuring public order, the request must be made by the Sheriff.

Okaloosa County is a signatory to the Statewide Mutual Aid Agreement<sup>i</sup>. Fire Districts, municipalities, and law enforcement agencies maintain agreements with other agencies in and out of Okaloosa County.

Okaloosa County will continue to pursue formal mutual aid agreements that are beneficial to all parties. Mutual aid agreements will be presented to the Board of County Commissioners for final approval.

Each municipality is encouraged to enter into the Statewide Mutual Aid Agreement. Cities that have entered into this agreement shall be considered to have a mutual aid agreement with the county. The Emergency Management Chief will monitor the mutual aid agreements on behalf of the county, and will make recommendations or take the necessary staff action to facilitate operations under such agreements.

All mutual aid agreements shall contain the following:

- Definitions of key terms used in the agreement.
- Roles and responsibilities of individual parties.
- Procedures for requesting and providing assistance.
- Procedures, authorities, and rules for payment, reimbursement, and allocation of costs.
- Notification procedures.
- Protocols for interoperable communications.
- Relationships with other inter-jurisdictional agreements.
- Workers compensation.
- Treatment of liability and immunity.
- Recognition of qualifications and certifications.

During declared emergencies, the EOC will coordinate mutual aid assistance to the county, fire districts, and municipalities. This will be accomplished through the appropriate ESF position.

The EOC will coordinate Mutual Aid requests from the state or other counties, and to the extent possible will obtain the mission number from

the state. The EOC will to the extent possible try to determine logistical needs based on the mission requirements.

# H. VOLUNTEER AGENCIES AND DONATIONS

Volunteer Organizations Active in Disasters (VOAD) has agreed to coordinate volunteers and donations during an incident that requires activation of the EOC. In lesser incidents, the American Red Cross, of Northwest Florida, is the primary agency for coordinating volunteer relief efforts. The Red Cross manages shelters during mass evacuations, and can arrange temporary housing for victims of fires and severe weather incidents. The Red Cross will provide space in public evacuation shelters for the Special Needs Unit, but will not staff the unit (staff is provided by the Public Health Department and volunteer home health nurses). The Department of Public Safety coordinates location and use of public buildings as evacuation shelters.

The Coalition on the Homeless has been designated the shelter for homeless and transient populations. The Coalition will maintain certification of training from the Red Cross as an emergency shelter manager, and will provide shelter and food for homeless populations who come either voluntarily or are brought by law enforcement. A gas stove will be kept in operating condition to ensure unbroken food distribution.

The Salvation Army can provide limited services to victims of disaster events, mainly in the area of food service.

The United Way can assist victims in satisfying non-immediate needs through its Information and Referral service five days a week, 8 a.m.-5 p.m.

Additional information may be found in Section V. Responsibilities and Tab 15, Volunteers & Donations.

#### I. LAW ENFORCEMENT

The Okaloosa County Sheriff is the chief law enforcement officer of the county. The cities of Ft. Walton Beach, Shalimar, Niceville, Valparaiso, and Crestview have municipal police departments. The Sheriff provides law enforcement services to unincorporated areas and the cities of Destin and Mary Esther, as well as all incorporated areas as determined by circumstances.

Municipal law enforcement agencies that require support from agencies with which they do not have mutual aid agreements must first contact the Okaloosa County Sheriff in accordance with the Florida Mutual Aid Plan. The Sheriff may contact other mutual aid agencies or the Florida Department of Law Enforcement for additional law enforcement or security resources. When the EOC is activated, these requests should be funneled through the ESF 16/Law Enforcement and Security Unit desk at the EOC.

The Sheriff must make requests for National Guard security assistance. County Emergency Management must make requests for National Guard humanitarian assistance.

See also Section IV. Concept of Operations; Section V. Responsibilities for Emergency Operations; and Tab 16, Law Enforcement.

# J. LIABILITY<sup>ii</sup>

Various statutes provide certain government personnel and agencies with limited protection from liability in certain circumstances. The specific language is too complex for this plan, and case law constantly changes the practice of tort law. In general, however, emergency responders should be familiar with certain types of civil liability. These are:

# 1. Strict Liability

Strict Liability arises from a violation of the law or other regulations, even if the violation is unintentional.

# 2. Intentional Torts

Intentional Torts may be incurred when a person or agency intends to injure another or intends his actions (not necessarily the results) which result in harm.

# 3. Negligent Liability

Negligent Liability is incurred when a person fails to do what a reasonable and prudent person would have done under the same or similar circumstances. The finder-of-fact (usually a jury) determines the definition of "reasonable." There are four elements of negligence that must be proved:

- The existence of a duty or standard to act;
- A breach of duty or failure to carry out that duty or standard;
- A connection between the act of the wrongdoers and the injury to another party;
- An actual loss or harm to the injured parties.

# 4. Warrant Liability

Warrant Liability is incurred when promised service levels are not delivered and harm results.

Agencies tasked with emergency services can incur liability in several ways. Poor planning -- or lack of planning for a known hazard -- may subject an agency to liability. Failure to prepare implementing procedures for established plans can also incur liability. Other areas that can expose an agency to liability are: poor training, failure to identify hazards, failure to warn the public (through the media or other method) of an identified and known hazard, use of substandard equipment, and failure to meet the established standard of care.

#### K. FINANCIAL MANAGEMENT

The Okaloosa County Purchasing Manager will serve as the Procurement Unit Leader under the Okaloosa County NIMS/EOC Interface, and will provide procurement support for supplies, facilities, equipment, and supplies needed by County agencies. Items that could be included are meals for emergency workers, tires, repair parts, construction materials, sanitary supplies, and rental equipment.

Only The Board of County Commissioners is authorized to execute funding agreements with other legal entities. The Board signs all grant applications, amendments, modifications, and agreements. However the Board may delegate authority to sign grant related documents to the County Administrator, the Finance Director, the Contracts and Grants Manager, constitutional officers and project managers. Funding sources that provide financial assistance during disaster/emergency operations come from "General Revenue". General revenue refers to Ad Valorem Taxes, State shared revenues, and other miscellaneous revenue sources.

Each agency, department, and political subdivision is responsible for maintaining the appropriate financial records to meet requirements for internal regulations and state or federal financial assistance. Costs should be project-oriented; i.e., all labor, overtime, equipment, and supply costs for each specific project within the reimbursement category should be detailed. Such records should be completed as the operation progresses. The Okaloosa County Clerk of Courts, through the Clerk's Grants Office, will act as a central point of contact for final processing and tracking of post-disaster state and federal financial assistance to BCC departments. The Emergency Management Chief will assist the Clerk's Office and other eligible government applicants to resolve conflicts or confusion with state and federal agencies. This assistance may include advising on eligibility of costs, acting as an intermediary between inspectors and applicants, or assisting in the preparation of appeals. Additional guidance is contained in the Appendix Section of this document, Recovery & Redevelopment.

Mutual Aid responders are eligible for cost recovery. The responder should submit the appropriate documents to the requester, who will then use those documents as justification for additional disaster assistance funds. Specific procedures are contained in the Statewide Mutual Aid Agreement.

Chapter 252, Florida Statutes, provides authority for political subdivisions to waive normal bidding procedures during a formal State of Emergency<sup>iii</sup>. Each political subdivision is responsible for establishing guidelines for obligation and expenditure of funds under such emergency conditions.

Okaloosa County does not provide financial management services to municipalities. The county will assist in coordinating initial contact with the Federal Emergency Management Agency to obtain assistance but will not track project worksheets or manage disaster claims for municipalities. Okaloosa County will not apply for grants on behalf of municipalities; it is the responsibilities of individual municipalities to apply and manage grant funding.

OCPS will notify the Purchasing and Finance Departments of state training opportunities to support disaster financial management. The Purchasing and Finance departments are responsible for training local agencies and providing guidance. Proper processing will be an item of interest in the annual hurricane exercise.

See also Tab 7, Resource Support.

# L. PUBLIC INFORMATION

During routine operations, the various departments, agencies, and municipalities conduct their own public information activities. County departments coordinate public information through the Board of County Commissioners Public Information Officer (PIO).

Upon request for assistance by the on-scene Incident Commander of a significant event, the Emergency Management Chief or Coordinator may conduct public information activities related to the incident. The agency exercising incident command may also conduct such activities.

When the Emergency Operations Center (EOC) is activated, the EOC PIO acts as the single point-of-contact for non-law enforcement public information. The PIO will coordinate and get authorization on press releases with the Incident Commander in accordance with the Okaloosa County NIMS/EOC Interface, and work within the Okaloosa County NIMS EOC Interface structure in all duties

The ESF 16/Law Enforcement and Security Unit or the Sheriff's Office PIO is the contact for law enforcement information. Any press release regarding water quality or health issues must be coordinated with the ESF 8/Health and Medical Unit Coordinator. It is essential to the public wellbeing and to operational efficiency that all news releases relating to the emergency situation be coordinated through the EOC. Incorrect or improperly timed instructions could result in public confusion, panic, or unsafe actions by the public. An example would be one agency or city telling the media that people may return home from an evacuation, but the EOC is still conducting damage assessment to determine if return is safe. OCPS maintains a file of public information releases that can be quickly adapted for broad release in an emergency. See Tab 14 for more information.

# M. SPECIAL NEEDS POPULATION

The Okaloosa County Office of Emergency Management conducts a voluntary registration program for Special Needs Patients. The intent of the program is to pre-register citizens who have special medical needs and lack the resources to evacuate or care for themselves in an emergency evacuation. The nature and unpredictability of major emergencies does <u>not</u> allow any guarantee of service, however. The adequacy of such service is dependent upon sufficient warning time, quality of information provided by the patient, patient compliance with instructions, and availability of resources. Transportation support is provided by Okaloosa Coordinated Transportation and the Okaloosa School District.

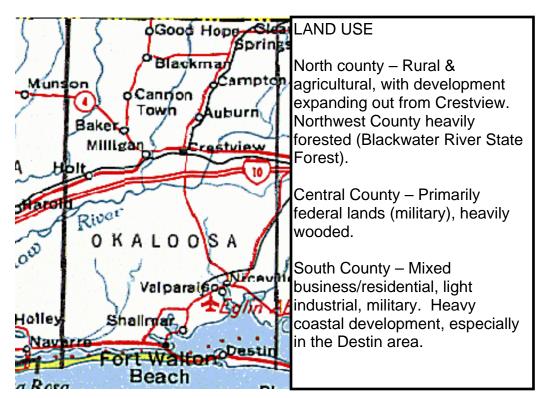
Persons who do not register until an emergency exists may be assigned a lower priority for assistance than those who pre-registered. Doing otherwise could seriously degrade the ability to help anyone.

The Department of Public Safety will routinely and frequently request the aid of the media, elderly or handicapped support agencies, and home health care agencies to publicize the Special Needs Registration Program.

See also Section IV.F.4. Special Needs Evacuation; and Tab 8, Health and Medical Unit.

# N. PROTECTION OF RECORDS

Each ESF Section Chief shall designate an individual and alternate who will be responsible for ensuring that essential government documents are protected in an emergency. Agencies that have satellite offices should designate a person on-site, as well as a person with overall responsibility, who will direct implementation of the process. These procedures should include protection from fire, water, and wind events. There should be an established priority system for evacuating documents or document holding areas and for accomplishing regular back-ups of computer information. Back-ups of paper and computer files should be maintained in a separate facility. Note: Okaloosa County Clerk of Courts maintains copies of all administrative and financial records per state requirements for record retention.



### OKALOOSA COUNTY LAND USE

### III. SITUATION

### A. HAZARD ANALYSIS

### 1. Background

The county has a land area of 936 square miles. The county's water area covers 59.89 square miles. Okaloosa County is a coastal area that includes a shallow bay; several bayous, three major rivers, and a major waterway (see maps above). The county is bounded on the south by the Gulf of Mexico.

The southern portion of the county has approximately 200 miles of coastline along the Gulf of Mexico, Santa Rosa Sound, and Choctawhatchee Bay (including numerous bayous). Choctawhatchee Bay has an area of 120 square miles. This area of the county is densely populated, with single-family homes and high-rise condominiums built along the shores.

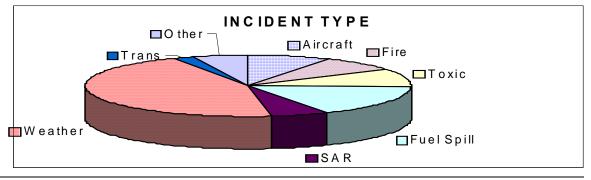
Main rivers include the Shoal River, which traverses the county near Crestview, and the Blackwater and Yellow Rivers that flow southerly through the northwest corner of the county into Santa Rosa County. Riverbanks are sparsely populated. There are numerous wetland areas throughout the county with many located on the Eglin AFB reservation. These areas are home to several endangered plant species.

The only barrier island is Santa Rosa Island, which has its western end in Escambia County. Within the county lines, the island stretches from the western county line to Choctawhatchee Bay, terminating at the East Pass near Destin. The island has heavily developed portions along its center county portion. The U.S. Air Force owns the western and eastern county portions of the island. Those portions have light development. The once-healthy dune system was destroyed in Hurricane Opal, October 1995.

#### **DISASTER DECLARATIONS FOR OKALOOSA COUNTY - 1976-PRESENT**

YEAR	EVENT		
1979	Hurricane Frederic, Wind		
1990	100-year River Flood		
1993	Agricultural loss, Winter storm (USDA)		
1994	Tropical Storm Alberto, 100- year River		
	Flood		
1995	Hurricane Erin, Wind & Surge		
1995	Hurricane Opal, Wind & Surge		
1998	March Madness Floods (500-year river		
	flood)		
1998	Wildfires and Drought		
1998	Hurricanes Georges (500-year river flood)		
2000	Tropical Storm Helene		
2004	Hurricane Charley & Tropical Storm Bonnie		
2004	Hurricane Frances		
2004	Hurricane Ivan		
2005	Hurricane Dennis		
2005	Hurricane Katrina		
2012	Hurricane Isaac		
2014	April Flood Event		

Holiday Isle in Destin, while not a true island, suffers from low elevation and is subject to the same hazards as a barrier island.



Portions of Destin, such as Kelly Plantation, are covered under the COBRA rules.

# 2. History and Outlook

### a. Hazardous Materials -- High Threat<sup>iv</sup>

There is a high potential for hazardous materials incidents, with the impact potential for any individual incident running from minor to catastrophic. Minor incidents include small spills and atmospheric releases from air, land, and marine transportation accidents. Major occurrences in the past include train wrecks, airplane crashes, tank truck accidents, explosions, barge spills, and improper storage at industrial sites.

There are no large-scale chemical production or refinery facilities in the county. Chemical storage is generally limited to the amounts needed for short- term use by the owning facility. Emergency Management maintains a cameo database containing information on facilities that store federally designated Extremely Hazardous Substances. Emergency Management updates this database on a yearly basis, and performs a site survey and hazard analysis for half of the facilities each year.

Eglin Air Force Base, Hurlburt Field and 7<sup>th</sup> Special Forces Group are active military installations that store, use, and ship large quantities of explosive ordnance and industrial chemicals. Munitions range from non-explosive small arms ammunition to large aircraft bombs and missiles. Eglin Air Force Base is host to an extensive munitions research and development program as well. Missile testing occasionally requires missile over-flights of civilian areas. The Air Force and Army have historically maintained an excellent safety record, but the possibility of a munitions accident does exist. The military has an extensive emergency response capability organic to Eglin, Hurlburt and 7<sup>th</sup> Special Forces.

Okaloosa County has three major roadways used for eastwest shipment of hazardous materials. One is US Hwy 98, which is in the southern portion of the county and runs parallel to the coast. The second is US Hwy 90, which is in the northern portion of the county. Interstate 10 follows a path near HWY 90. Hwy 98 traverses the major metropolitan area for most of its in-county length. Hwy 90 and I-10 lie largely in rural areas, but pass through the City of Crestview. State Roads 85 and 285 lie in a north-south direction through the county. State Road 123 connects two portions of S.R. 85, and is used as a bypass around Eglin Air Force Base, Val-P and Niceville.

There is one railroad line traversing the county in an eastwest line. It follows a roughly parallel track to US Hwy 90 and Interstate 10. The line is used for both passenger and freight trains. CSX Transportation manages the rail system. This railroad runs through downtown Crestview, and therefore poses a high risk of causing injuries among the public in the event of a major train accident involving hazardous materials. The speed with which such accidents happen, and the high population density in the immediate area of the tracks, creates a situation in which there could be a high number of exposed residents before public safety could respond and mitigate the hazard.

The Intracoastal Waterway traverses the county in an eastwest line through Santa Rosa Sound and Choctawhatchee Bay. There is frequent barge traffic along the waterway, which passes beneath two major bridges. The waterway is often congested with barges, pleasure craft, and commercial shrimping vessels. Heavily populated land areas and environmentally sensitive marine areas bound the waterway.

The nature of hazardous materials incidents and the proximity of transportation routes to developed areas create a high hazard that significant numbers of the population could be exposed to high concentrations of chemical pollutants before public safety agencies could be notified and initiate protective action.

Although there is a risk the only documented large scale release occurred from a train derailment on April 9<sup>th</sup>, 1979. An L&N train carrying hazardous materials derailed near the City of Crestview over the Yellow River. 29 cars derailed, 26 were tankers carrying hazardous liquids including anhydrous ammonia, acetone, methyl alcohol, chlorine and carbolic acid. The wreck resulted in 4,500 people evacuated, \$1,258,500 in property damage, 14 injuries and chemical pollution spilling into the Yellow River. There have been no other occurrences within Okaloosa County of a major release.

**Environmentally sensitive areas** - include extensive wetlands in the north and south, the Shoal, Yellow, and

Blackwater Rivers in the north, Okaloosa Island, and Choctawhatchee Bay. The red cockaded woodpecker and the beach mouse are protected species on federal lands. Protected nesting programs are in place for the sea turtle.

## b. Transportation Accidents -- High Threat

### 1) Aircraft Accidents.<sup>v</sup>

Okaloosa County has one airport suitable for passenger jetliners. Northwest Florida Regional Airport, which is leased from the U.S. Air Force and shares facilities with Eglin Air Force Base. There is no record of a major crash of a passenger airliner in Okaloosa County. The Northwest Florida Regional Airport handles approximately 800,000 passengers per year<sup>vi</sup>.

There are two significant airports for other private aircraft. One such facility is the Destin Executive Airport (in Destin) and the other is Bob Sikes Airport in Crestview. Destin is the second busiest uncontrolled airport in Florida. Small private aircraft experience occasional accidents in the area. Large jet cargo aircraft operate out of the Bob Sikes airport. Aircraft modification facilities are currently in operation with continued industrial development underway.

The U.S. Air Force maintains three bases in the county: Eglin Air Force Base, Hurlburt Field, and Duke Field. Duke Field is administratively assigned to Eglin AFB. A large variety of aircraft use these bases, including F-5, F-15, F-16, F-35, U-12, C-135, C-5, C-130, AC-130, Ospreys, and UH-60's. While there are periodic crashes, all but one in recent history have been in the Gulf of Mexico, neighboring counties, or in isolated land areas. One F-5 did crash into the Valparaiso area destroying two homes, no lives were lost. The military and civilian aircraft over fly densely populated civilian areas on a regular basis. The Air Force maintains a significant emergency response capability to deal with such incidents. Okaloosa County has established an aircraft crash task force to expedite response to aircraft incidents.

2) Train Accidents.<sup>vii</sup>

Passenger trains transit the county twice a day. Freight trains transit the county roughly every two hours. Either situation poses a risk for mass-casualty incidents. The hazards of a hazardous materials spill from a freight train are covered under IIIA2a, above.

The rail line crosses three rivers and runs through rural areas that would be difficult to access in an accident. A wreck of a passenger train could result in a heavy rescue and mass-casualty incident.

### c. Droughts -- Moderate Threat

In Florida, 90-percent of the population draws their drinking water from groundwater. Groundwater comes from various aquifer systems, which are layers of water-bearing rock or sediments. Pores interconnect these rocks, thus allowing for the flow of water. The water then discharges into wells or springs, bringing the water to the surface. The Floridian aquifer system is the principle source of groundwater for the entire state. This aquifer system can supply an estimated 1,000 cubic miles of potable water<sup>viii</sup>. Northwest Florida draws its water from the Floridian aquifer and the surficial aquifer, which is nearer the surface.

Okaloosa County suffered a serious drought in 1998. The Keech-Byram Drought Index reached near-desert levels. The Northwest Florida Water Management District has classified South Okaloosa County as a Water Caution Area. Whereas the county once had an abundant supply of groundwater in the Surficial (also called the Sand-and-Gravel) and Floridian aguifers, the water levels have dropped dramatically. Furthermore, the water table may fluctuate widely due to changes in seasonal rainfall. Northwest Florida averages 48 inches or more of annual rainfall. Spot shortages have occurred for limited periods due to a combination of low rainfall accumulation and inoperative wells. Both public and private water utilities are searching for additional sources of fresh water to prevent chronic shortages in the future. Additional information may be found in the Okaloosa County Comprehensive Growth Management Plan.

The top soils of Okaloosa County are characterized by a high rate of percolation. Soils will tend to dry out if the area does not have rainfall for three weeks or more. A severe drought could result in curtailment of pumping and possible rationing of water. In such a case, the residential population would receive priority over agricultural users. Such priority is necessary to ensure the general health of the population, but could result in economic losses to farm interests.

### d. Wildfires -- Moderate Threat<sup>ix</sup>

There are three types of wildfires: Surface fires (most common, burns along the forest's floor moving slowly), ground fires (burn on or below the floor, difficult to detect and extinguish), and crown fires (jumps along the tops of trees, spread rapidly by wind). Wildfires in uninhabited areas pose little concern until they threaten to grow out of control. The risk to humans comes from the Urban/Wild land Interface, which can be characterized in three classes:

### 1) Mixed Interface

The mixed interface, where buildings are lightly mixed with forested areas. An example would be the Blackwater River State Forest in northwest Okaloosa County.

### 2) Occluded Interface

The occluded interface has isolated woodland areas within a built-up area. An example would be Liza Jackson Park in Ft. Walton Beach.

### 3) Classic Interface

A classic interface occurs when built-up areas meet wild land areas along a broad front, such as the residential areas bordering Hurlburt Field along Hwy 98 in the Florosa-Wynnehaven Beach corridor.

Much of Okaloosa County is forested land. Undeveloped federal lands account for about 200 square miles, while the Blackwater River State Forest covers about 100 square miles.

Federal and state agencies have a program for maintaining these lands, including a fire prevention program that uses controlled (called prescribed) burns. Most wildfires in the past have been fairly small and in isolated areas. Occasionally, however, fires do threaten populated areas. Recent development patterns encroach on federal land boundaries, thus aggravating the potential for wildfire impact on life and property. The primary threat from wildfires is from munitions testing on Eglin or from arson. Though the historical incidence is low, plans must take the possibility into account.

The highest threat of wildfires occurs in dry months. When combined with low humidity and high winds, the risk increases. The driest months are January, February, and March. The largest number of lightning-induced fires occurs in June, July, and August. Statistically, the greatest causes of wildfires statewide in 1995 were (in descending order): intentional (25 %), debris burning (20%), and lightning (14%). To ensure private burning activities do not start wildfires during high-risk periods, Jackson Guard and the Florida Division of Forestry require agencies and individuals to obtain burn permits before carrying out open burns or using fire-producing materials (such as smoke generators for an exercise).

### e. Tornadoes & Severe Thunderstorms -- High Threat

A severe thunderstorm is defined as a thunderstorm with winds 58 MPH or faster, or hailstones three-quarters of an inch or larger in diameter. A tornado is a strong, rotating column of air extending from the base of a cumulonimbus cloud to the ground. Tornadoes can have wind speeds up to 300 MPH, but most U.S. tornadoes have wind speeds of less than 200 MPH. Waterspouts are a marine form of the tornado, but wind speeds are generally less due to the increased friction of water. If a waterspout makes landfall, however, its speed can grow to more devastating proportions. A funnel cloud is a rotating column of air extending from a cloud but not reaching the ground. Funnel clouds can cause heavy damage to roofs.

Northwest Florida has the second highest incidence of severe thunderstorms in the nation. The Florida Panhandle has the second highest rate of tornadoes in the state (Okaloosa County averages two per year). This area has 80 to 100 days with thunderstorms each year, on average<sup>x</sup>. Tornadoes are most likely in the months of January, February, and March. In 1989, a tornado caused over \$5 million damage to Eglin Air Force Base. In 1933, a tornado traveled 35 miles through Okaloosa County, setting a state record up to that time.

Thunderstorms generate lightning and, very often, microburst. Florida leads the nation in the number of

lightning-related deaths each year. Microburst are a severe type of downburst -- winds blast down from a thunderstorm and hit the ground, causing it to reflect out from the center in all directions. Microburst can generate wind speeds of 150 MPH or faster, and create a starburst damage pattern on the ground.

Another hazard of severe thunderstorms is the Derecho. A derecho results from squall-line thunderstorms that create repeated downbursts. These types of storms are more frequent in the Midwest than in Florida.

### f. Winter Storms & Freezes -- Moderate Threat

Okaloosa County suffered significant winter freezes in six years during the period 1977 to 1993 and again in 2014. The most recent was during the "No Name" Winter Storm of Jan 2014. During that storm, heavy ice accumulation occurred during the evening hours resulting in numerous road and bridge closures. Due to freezing temperatures for an extended period most bridges remained closed for a couple of days until road crews could spread sand on the roads. At first only one lane could be opened until additional equipment could be dispatched. Plans have been developed to expedite road and bridge openings that include pre-staging road crews and vehicles.

Florida's northern counties, on average, experience a freeze every three years. The chief danger is to vegetable crops -watermelon, corn, cabbage, and grains. Roads and water pipes are also susceptible to freeze-induced damage. Structure fires may also increase as people turn to alternative heating methods (fireplaces, space heaters, outdoor fires, etc.).

# g. Floods -- High Threat<sup>xi</sup>

The elevation of Okaloosa County increases from south to north, with a low of sea level to a maximum of 275 feet. The average elevation in the south county is 40 feet, but most of the densely populated Ft. Walton Beach/Destin area is less than 16 feet. The average elevation in the north county is 225 feet.

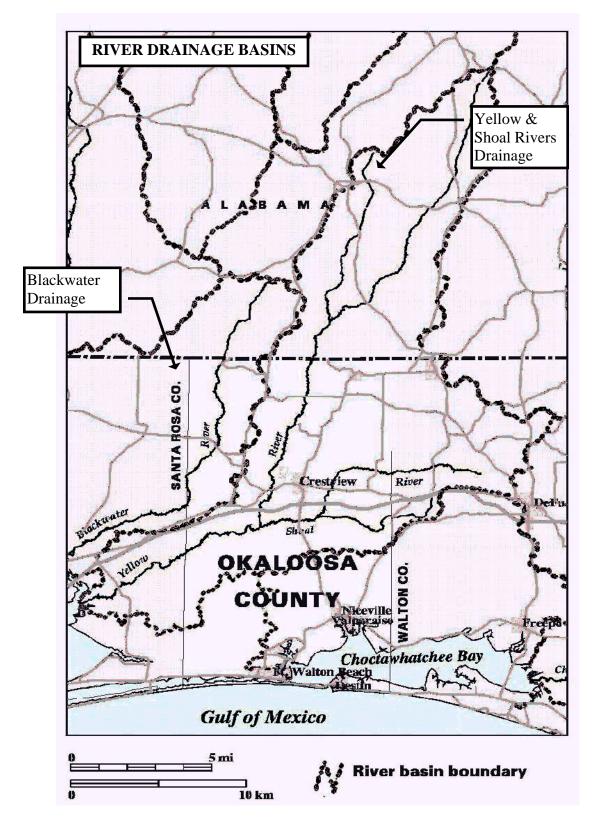
Flood prone areas have been identified in the 2010 *Hurricane Evacuation Study*, the 2010 Hurricane Surge Atlas (Army Corps of Engineers), and the *Flood Insurance Rate Maps* (Federal Emergency Management Agency, Community No. 120173). The originals are on file in the Planning and Inspection departments of the county and municipalities. Okaloosa County participates in the National Flood Insurance Program.

Significant portions of the county are prone to ponding effects brought about by poor drainage or super-saturated soils. A high water table, low-lying areas, and 85,000 acres of forested and non-forested wetlands aggravate ponding.

Another source of information on areas of potential flooding is the Soil Survey of Okaloosa County (USDA, June 1995) or most recent the web base soil survey available at http://websoilsurvey.nrcs.usda.gov/app/. This book is a series of aerial photographs with soil type contours overlaid. The web based product is more recent and provides and interactive interface for areas of interest. The soil types correspond to period of flood return.

The Federal Emergency Management Agency Flood Insurance Study provides information on flood threats for municipalities and the unincorporated areas in separate booklets. Tables contain information on Base Flood Elevation and velocities for various points along rivers. For example, it shows that at Hwy 90 on the Yellow River, the floodway (100-year flood inundation area) is 1,671 feet wide, and would experience a velocity of 2.1 feet per second. The study also provides an explanation of how the "Velocity Zone" is established for coastal areas. According to the study, the Velocity Zone for Okaloosa coastal areas is that which would experience wave heights of greater than 3 feet during a 100-year flood event.

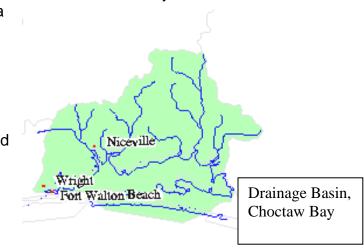
The potential for river flooding can be recognized by highrainfall events either in the county or within the drainage basin (see map below). The progressive rise of river levels are reported by both automated gages and visual checks by Emergency Services and North Okaloosa Search & rescue personnel. See Figure below for a correlation between river levels and effects. Major coastal storms are forecasted by the National Weather Service, who issues the appropriate advisories with expected rises in tide or coastal flooding.



Drainage patterns in many sub-divisions create minor shortlived flood problems during heavy rainfall. This problem is more significant on Santa Rosa Boulevard (Okaloosa Island), US Hwy 98 at the intersection of Beal Pkwy and the Hurlburt Main Gate, Racetrack Road, Mar Walt Drive, County Road 393 in Dorcas, and the intersection of Main Street and Ferdon Blvd. in Crestview.

Hurricanes and major coastal storms have resulted in flooding of coastal areas in the past. Heavy rainfall in Alabama or north Okaloosa/Walton County can cause rivers

to swell. There is a high historical incidence of floods in the county. Hurricane Eloise (1975) made landfall in Bay County, but resulted in severe flooding along the Yellow River and its tributaries. Heavy rainfall caused the river to crest 16.6 feet above normal.



The floods inundated several residential areas in Milligan and covered portions of US HWY 90. Several wells were contaminated and utilities were interrupted. Heavy rains from Tropical Storm Alberto (July 1994) resulted in flooding from the rivers and Choctawhatchee Bay. Storm surge flooding from Hurricane Opal (October 1995) resulted in heavy damage to first-floor structures all along the coast, including south of Hwy 98 on Santa Rosa Sound. Hurricane Georges (September 1998) resulted in all county rivers to rise above flood stage. The flooding isolated the City of Crestview. The only entry points into the city were from Alabama using Hwy 85 and one westbound lane from the west. Hurricane surge studies of Okaloosa County took into account the high dune structure on Okaloosa Island. The destruction of these dunes in Hurricane Opal could result in higher surge levels for areas along Santa Rosa Sound and Choctawhatchee Bay in a future hurricane. The current evacuation strategy includes an increased buffer to account for the unknown effect of the damaged dune structure. The April flood event (2014) caused significant flooding throughout Okaloosa County. Areas that had never flooded in the past were inundated. This event depending on the location was considered a 100 to 500 year flood event. The event in some locations of the county dropped 25" of rain in 8 hours resulting in major flooding across the county.

The drainage basin for the Yellow River includes the northern portion of Okaloosa County and the eastern section of Covington County, Alabama. The drainage basin for the Shoal River includes the northeast section of Okaloosa County and the northwest section of Walton County. The Shoal River drains into the Yellow River at a point southeast of Crestview. The areas at highest risk from river flooding are Dorcas, south Crestview, Milligan, and southern areas of the Holt community. High river levels can also pose dangers to military training operations at Camp Rudder.

Okaloosa County maintains four automatic flood gages: on the Yellow River at County Road 2 the Shoal River at Hwy 90 and Shoal River in Mossy Head and the Blackwater River Hwy 4. The gages have telemetry devices and record/report river level and rainfall accumulation. The USGS does the actual maintenance on the gages in the county. Since the dial-up recorders are powered by solar/wet cell battery, the phone numbers of these gages must be strictly controlled. Excessive calling will discharge the batteries. The gages may be viewed at http://water.weather.gov/ahps2/index.php?wfo=mob.

#### RIVER FLOOD DATA

#### MEASURED DATA

RIVER SITE	BRIDGE HEIGHT	10/50/100/500 YR FLD	FLOOD STAGE		
Yellow at Hwy 90	22 feet	12/17/19/21	12 feet		
Yellow at County Road 2	107 feet NGVD	Not established	95 feet NGVD*		
Shoal at County Road 393	25 feet	Not established	21 feet*		
Shoal at State Road 85	21 feet	12/17/18/21	8 feet		
Shoal at Hwy 90	89 feet NGVD	81/83/84/87	78 feet NGVD*		
Blackwater at State Road 4	24 feet	?/?/23/25	11 feet		

\*No official flood stage established; arbitrarily set to 3 feet above bank full. NGVD = National Geodetic Vertical Datum. The river level is given as the feet above mean sea level rather than the actual depth of the water. This is a more accurate and consistent means of measuring river rise and fall because river channel depths change over time. County-operated sites use the NGVD method.

#### FLOOD EFFECTS

RIVER / STATION	LEVEL	EFFECTS	
Yellow at Hwy 90	5.9	Crosses Ellis Rd at trellis	
	9.9	Water in back yards on Antioch Rd	
	11.5	Water in yards on Ellis Rd.	
	13.0	Threatens homes on Ellis and Antioch in Milligan	
	14.5	Floods Antioch Rd and Yellow River Valley in Holt	
	18.0	Railroad floods	

NOTE: Crest from County Road 2 hits this station approx. 10-12 hours later. Crest from this station hits Holt in 24-36 hours

Shoal	8.5	In yards on Sowell Rd			
	10.0	Surrounds trailers on Sowell Rd.			
	15.0	Water on Trevor Ct in Crestview; homes on Sowell flooded			
	16.85	Water over bridge pylon; homes on Trevor Ct. flooded			
	21.0	Hwy 85 closes			
Blackwater/Hwy 4	10.0	Kennedy & Peaden Bridges flooded upstream			
	14.5	Park flooded			
	24.0	Bridge closed			

# FLOOD HISTORY

<b>RIVER / STATION</b>	FLOOD	HIGHEST RIVER LEVEL
	YEAR	
Yellow at Hwy 90	1928	20.2
	1929	26.2
	1953	13.63
	1970	15.50
	1975	17.71
	1979	12.65
	1990	19.06 (100-year flood)
	1994	17.55 feet
	1998 (Mar)	20.32
	1998 (Oct)	24.09

Shoal at Hwy 85	1975	15.58
	1990	13.74 (20-year flood)
	1994	14.82
	1998 (Mar)	13.47
	1998 (Oct)	21.40

Blackwater/Hwy 4	1970	25.61
	1990	24.99
	1994	18.30
	1998 (Mar)	23.05
	1998 (Oct)	25.57

### h. Civil Disturbance -- Low Threat

Past incidents of civil disturbance have been of a few hours' duration involving less than 200 persons. Although future political, economic, social events, or visits by dignitaries may give rise to larger disturbances, it is considered to be a low-probability. Local law enforcement agencies have sufficient resources (when acting in mutual aid to each other) to handle the initial stages of foreseeable events. If necessary, the Sheriff may request additional law enforcement assistance from outside the county.

# I. Mass Immigration -- Low Threat

There have been two mass immigration events in Okaloosa County -- the first was resettlement of Vietnamese refugees and the second was associated with the Mariel Boatlift of Cuban refugees. It is the position of state and local government that such emergencies are a federal responsibility. While Okaloosa County does its best to welcome immigrants and to assimilate them into society, local government does not have the resources to handle mass immigration events without major state and federal involvement.

Future events are impossible to predict, but the large expanses of federal lands make this area a prime choice for federal temporary housing of immigrants. When such events occur, local government will act in a supportive role to assist the federal government to meet its responsibilities.

### j. Nuclear Power Plant Incidents -- Unlikely Threat

Okaloosa County is not within the 50-mile emergency planning zone of any nuclear facility.

## k. Coastal Oil Spills -- Moderate Threat

The primary source of such events is commercial barge traffic along the Intercoastal Waterway. The secondary source are a terminal spill at the refinery in Niceville or military terminals on Choctawhatchee Bay and spills from drilling rigs in the Gulf, other sources as in the most recent past is the BP Oil Spill (Deep Water Horizon) April 20<sup>th</sup> 2010. It was the result of the well blow out that began with the Deepwater Horizon drilling rig off the shores of Lousiana.

Until the Deepwater Horizon event coastal spills in the past have been limited to relatively small spills that could be handled by local resources or contractors. Very large spills such as the Deepwater Horizon required assistance from the U.S. Coast Guard, Mobile, FEMA, Florida State Division of Emergency Management, Florida Division of Environmental Protection as well as numerous hazardous materials clean up teams.

The Okaloosa County Hazardous Materials Team has sufficient marine booms to isolate oil spills from recreational watercraft and small commercial vessels. The Niceville and North Bay fire departments also maintain marine booms. The U.S. Air Force and the privately owned refinery in Niceville also maintain booms for handling terminal spills. The Deepwater Horizon Event quickly depleted the local and state wide stock pile of booms and many regional supply companies. An oil spill plan was developed and is attached to this plan in Annex VII.

# I. Sinkholes -- Low Threat

Okaloosa County is in the Area IV Sinkhole Risk Distribution area. Area IV has a thick section of clastic sediments that overlie the carbonate rock. The cover is more than 200 feet thick, thus resulting in very few sinkholes. Large diameter and deep sinkholes can occur, however, in areas where shallow carbonate rocks are permeable enough to permit ground-water circulation<sup>xii</sup>. The incidence of sinkholes has been limited to a few feet in diameter and depth. Most resulted from settling of subterranean abscesses, such as old graves, collapsed water or sewer facilities, etc.

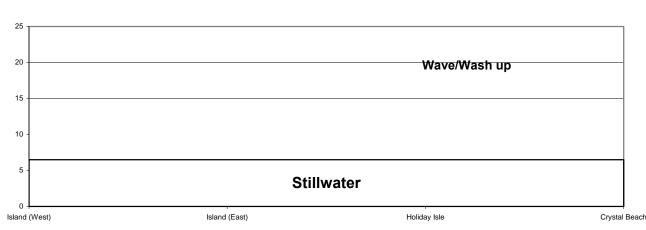
### m. Hurricanes -- High Threat

Historically, Okaloosa County has a 1-in-7 chance of being hit by a hurricane in any given year (not including tropical storms). This percentage is nearly equal to the southern tip of the Florida peninsula. The county has suffered the effects of 49 tropical cyclones that hit or passed within 65 miles since 1887. The Appendix Section of this document contains track maps of Category 3 or higher storms that have passed within 65 nautical miles of Ft. Walton Beach.

The ocean floor of the Gulf Basin slopes gradually, thus aggravating the problem of storm surge. Surge poses the chief danger to coastal populations. A storm surge is caused by a variety of factors. First, the low pressure in the hurricane's eye produces a small mound of water above normal levels. Second, the vortex of high wind pushes water inward toward the storm's center. The ocean floor, which gradually slopes upward, blocks the water from flowing away, effectively trapping the growing mound near the center. The surge is greater at and to the right of the eye.

The storm tide is a combination of the astronomical tide level and the storm surge. The surge normally does not arrive as a "wall of water," but is a quick rise in the tide to extremely high levels. This quickly rising water can trap residents and cause widespread drowning if people fail to evacuate. The chief damage mechanism of surge to structures is the onset of storm-whipped waves inland. Battering by the waves causes more damage than high water alone.

The Army Corps of Engineers and the National Hurricane Center developed computer models of storm surge for this area and published the resulting predictions in the Tri-State Hurricane Evacuation Study (2010) and the updated Hurricane Surge Maps (2010). The surge studies do not account for the effects of wave action, which can be phenomenal along the coastline. Figure 12 shows the combined surge and wave effects of Opal in October 1995.



OPAL STILLWATER SURGE AND WAVE HEIGHTS

A serious planning issue for Okaloosa County is the lowlying evacuation routes and their limited capacity. Studies and experience show that the approaches to key bridges and long stretches of US Hwy 98 could be under water hours before a serious storm makes landfall. The accepted goal is to have evacuation complete by the time Tropical Storm winds (39 MPH) arrive, which could precede the storm's eye wall by hours. The 2010 Hurricane Evacuation Study indicates that it could take up to 20.5 hours to evacuate the surge-endangered areas. By 2015 this time frame could increased to 22.5 hours even with the upgrades to infrastructure. Population growth and slow public response could extend these times. Okaloosa Public Safety has computer software to make new estimates of evacuation times based on changes in population density. The department also uses a variety of software to help determine the arrival time and magnitude of storm surge in a given event. In spite of the current wealth of information and computing tools, we must consider the present lack of certainty in landfall predictions and the small size (in meteorological terms) of the Gulf of Mexico, which make timely evacuation decisions difficult. It is the planning goal of the county to issue voluntary evacuation notices 36 hours before landfall; mandatory hurricane evacuation orders 24 hours before landfall, if practical.

The State Hurricane Evacuation Study established 28 evacuation zones. It also established two evacuation scenarios: one for Category 1-3 storms, and one for Category 4 & 5 storms. Unfortunately, the Tri-State Study's zones are complicated and would be impossible to communicate to the public. It also failed to consider areas that, while not flooded would be cut off from help by flooded roads. Therefore, the Department of Public Safety has adopted recommended evacuation plans based on boundaries that are easily communicated and enforced, and which accounts for isolated zones. Hurricane evacuation zones are discussed in Section IV, Concept of Operations, paragraph F.

# n. Exotic Pests, Pandemic and Diseases – Moderate Threat

Accidental or migratory infestations of pests have a serious potential impact on the states, and county's, agricultural sectors. Historically, Florida has suffered from the Mediterranean Fruit Fly, Citrus Canker, Brown Citrus Aphid, Asian Gypsy Moth, Golden Nematode, exotic plant feeding snails and other insect organisms. Since agriculture forms an important part of the northern Okaloosa County economy, pest infestations must be considered a threat. While most of these infestations occur in counties of central and south Florida, north Florida is not immune. The County Extension Office monitors the risk from pest infestations.

Pandemics and communicable diseases are a particular risk to populations that live in congested areas, are highly mobile, or host frequent visitors from other areas. Okaloosa County, especially the southern area, fits all three of these risk factors. In 1996, the county experienced a meningitis outbreak that severely taxed local government's capabilities and caused fear and anxiety among the residents. A significant amount of material and personnel support from the Air Force was necessary to successfully deal with the outbreak. Communicable disease emergencies are discussed in greater detail in the ESF 8/Health and Medical Unit Tab. The Public Health Department monitors developing situations and has command responsibility for dealing with disease emergencies. OCPS provides material, personnel, and coordination support in such events.

# o. Earthquakes -- Unlikely Threat

Although portions of Florida do have a slight earthquake risk, Okaloosa County lies in Seismic Risk Zone 0 of the state. This means there is "no reasonable expectancy of earthquake damage.<sup>xiii</sup>"

# p. Terrorist Action -- Dynamic Threat

The primary target for terrorist action would likely be the military presence. The daily threat is low, but may rise during periods of international tension or as a result of high visibility incidents in other parts of the U.S. Possible terrorist actions include downing an aircraft, hijacking an aircraft, explosive attacks, hostage taking and chemical/biological or nuclear attacks. There have been no occurrences of a terrorist attack or damages sustained from a terrorist attack within Okaloosa County.

# q. Special Events - Moderate Threat

Okaloosa County has a moderate vulnerability to special events. The county is a popular vacation destination, and population increases dramatically during the period of spring break and summer vacation. No occurrences or incidents of damage have occurred from this threat within Okaloosa County.

# 3. Population at Risk

# a. General

The 2013 census population of the county (by U.S. Census) is approximately 193,811, with the heaviest concentration in the coastal areas. There are approximately 197 residents per square mile. The county has an estimated population of 500 inmates. This number will fluctuate as inmates are released and incarcerated. There are approx 500 state/county inmates in the north.

# b. High Risk Population

There are **2749** mobile homes registered county wide (2015). There are **7,697** persons living in mobile homes (year 2015 estimate based on 2.8 persons per dwelling). This estimate should be considered slightly low, since some mobile homes are in use but have not been registered. Residents of mobile homes anywhere in the county are considered to be at risk in high wind events. See the Appendix Section of this document for a list of mobile home parks.

There are no nursing homes in the Category 1-3 surge area. There are an average of **120** nursing homes and **213** retirement home residents in the Category 4-5 surge area.

There are approximately **281** registered Special Needs Patients in the county. 19 currently indicate they need evacuation assistance from the county, and this fluctuates on a month-to-month basis. A planning figure of 20-percent may be used as an estimate as there has been an increase in requests prior to an actual event. Special Needs Patients who depend on electric life support devices but do not live in mandatory evacuation zones are encouraged to use the Special Needs Unit during evacuations.

The number of people living in Category 1-3 evacuation (Zone A,B,C) areas is estimated at **47,500**, and **74,500** for Category 4-5 (Zone D, E) areas. The extreme risk areas of Okaloosa Island, Holiday Isle, and near-water homes have **11,400** full-time residents<sup>xiv</sup>.

The tourist population can approach 50,000 during peak summer periods. Tourist levels are moderate in the spring and low in fall and winter. Age distribution of winter tourists is skewed toward 55-plus. There are approximately **10,600** motel rooms and tourist dwelling units in Okaloosa County, with the heaviest concentration in the coastal area<sup>xv</sup>.

Seasonal migrant population, to include farm workers is negligible when compared to the total population. This population, if any is not estimated nor counted by Okaloosa County or the U.S. census bureau.

There are approximately 31,009 individuals with varying degrees of hearing loss. This includes individuals who have mild to profound hearing loss, and can be termed hard of hearing to deaf.

The non-English speaking population is also negligible, but there are a significant number of residents for who English is a second language. Below are the estimates for the population of residents who English is a second language or who do not speak English at all

92.1% of residents of Okaloosa County speak English at home.

3.5% of residents speak Spanish at home (67% speak English very well, 16% speak English well, 15% speak English not well, 2% don't speak English at all).

2.0% of residents speak other Indo-European language at home (78% speak English very well, 13% speak English well, 9% speak English not well, 1% don't speak English at all).

2.3% of residents speak Asian or Pacific Island language at home (58% speak English very well, 30% speak English well, 11% speak English not well).

0.1% of residents speak other language at home (66% speak English very well, 18% speak English well, 15% speak English not well).

There are approximately 900 transient and homeless persons located within Okaloosa County at any given time, with an estimated 300 located within the Category 1-3 evacuation zone.

Approximately 2,547 homes draw their water from individual wells. Approximately 59,832 draw their water from public or private water systems.<sup>xvi</sup>

Scenario	Population		
Minimum (Extreme Risk)	11,500 (33,500 with high tourist pop.)		
Medium (Ext Risk &Zone	32,500 (60,500 with high tourist		
A & B)	occupancy)		
Maximum (Zone A, B, C	47,500 to 74,500 (105,800 with high tourist		
& D)	occupancy)		

The figures above are based on year 2013 population estimates as extracted during the ongoing Tri-State Hurricane evacuation Study by the Corps of Engineers. The population numbers for each category do NOT include an estimated mobile home population of 20,678. All mobile homes should be evacuated in any tropical cyclone scenario.

#### AGE DISTRIBUTION (2013 Census)

<5	18	19-64	65+	
6.7%	22.2%	55.3%	14.7%	

#### 4. Infrastructure at Risk

There are 11 post offices and 5 contract service centers in the county.

There are 3 LP Gas distributors, two fuel distributors, and 12 water or water & sewer systems in the county.

Gulf Power provides power to approximately 70,000 commercial and residential customers, mostly in the county south of Eglin AFB and in Crestview. CHELCO provides service to 4,500 – 5,000 customers in Bluewater Bay and north county areas.

Okaloosa County has 37 schools, two Vocational Technical Centers, and three college complexes or centers.

The county has three civilian hospitals with 434 beds and 10 nursing/convalescent homes with 634 beds

No manmade damage has occurred to critical infrastructure within Okaloosa County. Damages to critical infrastructure has occurred during natural disasters. The occurrence of this type of disaster is discussed in the appropriate section of the plan.

### 5. Economic Risk

The taxable sales in Okaloosa County are in excess of \$3.4 Billion (2014). The average per household annual income in was \$54,118. The total bank deposits were \$2.5 billion, with Savings & Loan Associations total savings of \$60 million.

The average market price of a single family home in the county is \$179,800. The most popular area for new single-family home construction is Crestview and Niceville, an area that is at-risk during hurricanes, flooding, and tornados.

The civilian labor force was estimated at 72,892. The service industry accounted for 15,051 jobs, retail trade accounted for 13,641, manufacturing was 5,414, and 276 persons were occupied by agricultural jobs. Okaloosa County ranks first in the state for the percentage of labor force employed by the Federal Government. The 2014 unemployment rate was 4.1%.

# FIVE LARGEST GOVERNMENT EMPLOYERS (1996)<sup>xvii</sup>

EMPLOYER	NUMBER OF EMPLOYEES		
Eglin AFB	10,913		
Hurlburt Field	17,420		
Duke Field	1,611		
Okaloosa School District	1,933		

Okaloosa County has four industrial parks, occupying 800 acres.

2.1 million Tourists visit Okaloosa County each year. They account for an estimated \$540 million annual economic impact. Tourism provides over one-third of the gas tax revenues for local road repair.

Destin harbors the largest fishing and charter boat fleet in Florida.

There are approximately 12,000 acres devoted to crop production. There are 20,000 acres of pasture and forage for livestock. Agriculture accounts contribute \$10-\$12 million to the local economy each year.

### B. PLANNING ASSUMPTIONS

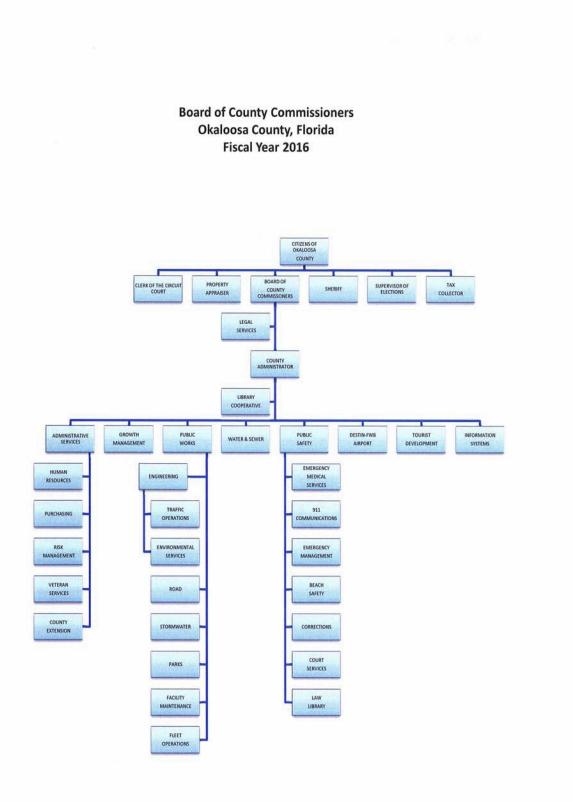
For planning purposes the following assumptions have been made:

- Since 65 percent of Florida hurricanes strike in August and September, we must assume that either the tourist population will be high or, if in September, that schools will be in session. Each of these factors complicates the warning time and transportation issues.
- We cannot assume that state or federal financial assistance will necessarily follow a decision to evacuate or a minor disaster.
- Okaloosa Island will be flooded by hurricane storm surge, but will not be completely breached by the Gulf of Mexico except in a Category 3 or higher hurricane<sup>xviii</sup>. A breach is defined as a major break that would essentially allow the Gulf of Mexico and Choctawhatchee Bay to function as a single body of water. A break in the island may occur, as it did during Hurricane Opal in 1995.
- Local military assets will not be available during hurricane alert and deployment phases. Assume that it will take 72 - 96 hours for outside assistance to arrive in any significant number after a major or catastrophic disaster.

# IV. CONCEPT OF OPERATIONS

### A. GENERAL

Okaloosa County day-to-day operations flow from the BOCC to the County Administrator, to the Department Heads, to the Divisions. Day-to-day mitigation activities fall under the Growth Management Department. Normal operation is depicted by the organizational chart below.



During the onset of any emergency activity, ICS/NIMS should be instituted in order to achieve efficient organization of duties during the event(s). In all instances, the Incident Commander (IC) shall decide to what level it is necessary to staff the ICS/NIMS structure. This also must be monitored throughout the event, for the incident may warrant the expansion or contraction of the overall ICS/NIMS structure. When possible, the Incident Commander, or designee shall notify Emergency Management of any potential for escalation of the event. In these cases, Emergency Management will make appropriate notifications to agencies who may become involved in the event should it escalate. This shall be done to minimize disruption to other agency functions by alerting them and putting them on standby for the event. In some instances, such alerting may not be possible due to the magnitude of the event and its needed response. However, when possible, the appropriate agencies in the NIMS/ICS structure will be notified in advance to allow for incident-specific response planning.

# 1. Classification of Emergency Incidents

# a. Incidents

The day-to-day life threatening situations that public safety personnel resolve with resources readily available within the responsible agency. Mutual aid responders may be used, but only for short periods. No outside support is usually required.

# b. Significant Events

Significant events are situations that require two or more public safety agencies to respond, and which threaten several lives or a wide geographic area. Mutual aid responders may be required, but state assistance would usually be limited to technical advice or assistance. Examples would be a tornado touchdown in a populated area, a highway accident involving hazardous materials, or a wildfire that threatens populated areas. The EOC may enter an increased state of activity, and the primary agency may request resource assistance from the Department of Public Safety.

# c. Minor Disaster

As defined in Chapter 252, Florida Statutes, a Minor Disaster is a disaster "that is likely to be within the response capabilities of local government and to result in only a minimal need for state or federal assistance." There is a high likelihood that the EOC will be activated; there may have been a formal State of Emergency declared and an evacuation. An example of this would be a weak hurricane making landfall in Okaloosa County, or a stronger hurricane making landfall 60 to 125 miles away. The 2014 April floods and Hurricane Erin in 1995 were minor disasters. The biggest need for outside assistance after Erin was for debris removal and for the floods in April was individual assistance.

# d. Major Disaster

As defined in Chapter 252, Florida Statutes, a major disaster "will likely exceed local capabilities and require a broad range of state and federal assistance." An example would be a strong Category 3 hurricane making landfall in or very near Okaloosa County, or a massive hazardous materials release in the bay or on the railroad near Crestview. Hurricane Ivan in 2004 was a major disaster.

# e. Catastrophic Disaster

As defined in Chapter 252, Florida Statutes, this is "a disaster that will require massive state and federal assistance, including immediate military involvement. A Category 4 or 5 hurricane, making landfall in or near Okaloosa County, will likely result in such a disaster.

# 2. State of Local Emergency

The agency primarily responsible for handling an incident or significant event will retain incident command authority unless the Board of County Commissioners or the Governor has declared a formal State of Local Emergency.

When an actual or impending event threatens a large segment of the population, the Director of Public Safety may request that the Board of County Commissioners declare a State of Local Emergency. The Director or the Emergency Management Chief will usually submit such request through the County Administrator. If, however, the County Administrator and the Director or the Emergency Management Chief cannot reach agreement on the need for a declaration, the Director or the Emergency Management Chief is obligated by Florida Statute to appeal directly to the Board of County Commissioners. If the Board of County Commissioners or the Governor declares a State of Emergency, the Director of Public Safety is designated as the Incident Commander, with the Emergency Management Chief acting as his designated alternate. When the Board of County Commissioners votes on the emergency declaration, it will simultaneously decide on any evacuation recommendations made by the Director or the Emergency Management Chief.

If the Board of County Commissioners declares a State of Local Emergency, but does not at that time decide on evacuation orders, the Director of Public Safety or the Emergency Management Chief may, under the provisions of Chapter 252, F.S.S., later issue evacuation orders deemed necessary and prudent for the protection of life.

Generally, the priorities for emergency action will be:

- Protect the safety of the general public
- Protect the safety of emergency responders
- Protect property and the environment

In any situation, the Incident Commander may potentially face a choice between protecting the public and protecting emergency responders. Specific guidelines for making such choices are impossible to formulate. In general, however, the person exercising command authority may evaluate the circumstances of the hazard and, when the risk to public safety personnel is such that their death or injury would appear probable; decide against placing those personnel at further risk. An example of this would be the inadvisability of dispatching rescue personnel during a hurricane.

### B. ORGANIZATRION FOR EMERGENCY OPERATIONS

Emergency Operations flow from the BOCC to the County Administrator, to the Public Safety Director, to the Division of Emergency Management.

### 1. General Organization

#### a. Law Enforcement Agencies

Each law enforcement agency functions independently for routine operations. Mutual aid agreements exist between several parties. The Sheriff is the chief law enforcement officer of the county. The Sheriff's Office and Ft. Walton Beach Police Department have Special Tactics Teams. See also section V. Responsibilities and Annex 5. Law Enforcement agencies in Okaloosa County include:

- Okaloosa County Sheriff's Office
- Okaloosa County Department of Corrections
- Ft. Walton Beach Police Department
- Niceville Police Department
- Valparaiso Police Department
- Crestview Police Department
- Shalimar Police Department
- State Fire Marshall
- Florida Highway Patrol
- Florida Marine Patrol
- U.S. Air Force (Office of Special Investigations, Security Forces, Range Patrol/Marshals)
- Federal Bureau of Investigation

### b. Emergency Medical Services

The Department of Public Safety is the sole licensed provider of 9-1-1 response emergency medical services within Okaloosa County.

Private ambulance services with a valid Certificate of Need and Public Convenience in Okaloosa County or who are sent to Okaloosa County pursuant to a mutual aid request may respond to emergencies or other missions when tasked by OCPS Dispatch or the Emergency Operations Center. Visiting EMS units may not operate independently or "selfdispatch," which would be a violation of Florida Statute. See Okaloosa County Code, Chapter 15, Art. IV.

Okaloosa Public Safety has mutual aid agreements with neighboring counties for EMS response. Okaloosa County

has entered into the Statewide Mutual Aid Agreement for providing or receiving EMS assistance to or from other parts of the state.

See also IV. Concept of Operations and Annex 8, Health & Medical Support.

### c. Public Works

The following municipalities have Public Works (Road & Engineering) agencies:

- Crestview
- Destin
- Ft. Walton Beach
- Mary Esther
- Niceville
- Valparaiso

The following municipalities do not have a public works organization, but use private contractors or county Public Works on a case-by-case basis,

- Cinco Bayou
- Shalimar
- Laurel Hill
- Water & Sewer is provided by the following agencies:
- Okaloosa County Water & Sewer
- Okaloosa-Niceville-Valparaiso Sewer Board
- Ft. Walton Beach City Public Works
- Niceville City Public Work
- Destin Water Users, Inc.
- Valparaiso City (water only)

- Crestview City Public Works
- Auburn Water, Inc. (water only)
- Baker Water, Inc. (water only)
- Holt Water, Inc. (water only)
- Seminole Water, Inc. (water only)

The Okaloosa County Board of County Commissioners (BCC) provides Public Works service to unincorporated areas of the county, and to municipalities under contract or when requested in emergencies. Unless the municipality has a prior written agreement with the county or is a signatory to the Statewide Mutual Aid Agreement, emergency support during normal operations must be approved by the Chairman of the BCC or County Administrator on a case-by-case basis. During a declared State of Emergency, however, the EOC ESF 3/Public Works Unit Coordinator, Emergency Management Chief, or Director may approve such support.

Public Works mutual aid is covered under the Statewide Mutual Aid Compact. See also Annex 3 and Annex 11.

# d. Fire Protection

Okaloosa County fire protection service is organized within fire control districts or municipalities, each of which (except Sylvania Heights) has independent taxing authority. Annex 4 contains more information and procedures on Fire Protection.

The fire districts/departments are responsible for establishing and maintaining fire suppression operations. In the south end of the county and part of the north, the fire service is dispatched from the County Warning Point, and routinely provides automatic aid assistance outside their primary jurisdictions. In the central area, Niceville and Valparaiso Fire Departments maintain their own dispatch operations. In the north end, Crestview Fire Department dispatches for itself and three volunteer fire departments. Each fire department and district is responsible for maintaining plans for emergency operations. They enter into mutual aid agreements as necessary. Several departments, including the Department of Public Safety, have entered into an automatic aid agreement that allows for immediate dispatch of personnel and equipment from one agency to the aid of another.

## FIRE DEPARTMENTS AND DISTRICTS

Agency	Dispatch	Туре	Stations	Remarks
Almarante FCD	CWP	Volunteer	1	Volunteer
Blackman	CWP	Volunteer	1	Volunteer
Baker FCD	CWP	Volunteer	1	Volunteer
Crestview FD	Crestview	Mixed	2	Paid & Volunteer
Destin FCD	CWP	Career	2	Paid & Volunteer
Dorcas FCD	CWP	Mixed	2	Paid & Volunteer
East Niceville FCD	CWP	Mixed	1	Paid & Volunteer
Florosa FCD	CWP	Volunteer	1	Volunteer
FWB FD	CWP	Career	2	Paid
Holt FCD	CWP	Volunteer	1	Volunteer
Laurel Hill FD	CWP	Volunteer	1	Volunteer
Mary Esther FD	CWP	Career	1	Paid & Volunteer
Niceville FD	CWP	Mixed	1	Paid & Volunteer
North Bay FCD	CWP	Mixed	1	Paid & Volunteer
North Okaloosa FCD	CWP	Mixed	3	Paid & Volunteer
Ocean City/Wright	CWP	Career	3	Paid
Okaloosa Island FCD	CWP	Career	1	Paid
Valparaiso FD	CWP	Volunteer	1	Volunteer

### e. Special Teams

The following special teams are available in Okaloosa County:

- **High-Angle Rescue Team** -- The fire service and OCPS cooperate to form a high-angle rescue team.
- Water Rescue Team -- OCPS maintains a Water Rescue Team for bay, beach, and swift water (river & flood) operations.
- Wild land Fire Support Team -- OCPS maintains a team certified (Forestry Service Red-Carded) as Basic Wild land Firefighters to provide medical and communications support to wild land firefighting operations.

- Crisis Awareness & Referral in Emergencies (CARE) Team -- OCPS maintains a team of OCPS personnel trained to assist victims to cope with the negative impact of disasters.
- Sheriff's Dive Team
- Okaloosa County Community Emergency Response Team (CERT) – Okaloosa County in cooperation with district fire departments and the North Okaloosa CERT have trained over 1000 county citizens in the FEMA CERT program. The teams are coordinated through Okaloosa County Emergency Management and are self sufficient. Teams are neighborhood based and after a disaster event form up and perform disaster assistance within the guidelines of their training.
- Okaloosa Special Operations Team -- This is the hazardous materials and technical rescue team, formed by the signatories to the Automatic Aid Agreement and sponsored by the Okaloosa County Fire/Rescue Organization.
- Sheriff's Marine Unit The Marine Unit's routine mission is law enforcement inshore and on Choctawhatchee Bay. They have deployed with great success during river floods to participate in search & rescue and security patrols.
- Sheriff's Special Response Team -- This team is specially trained for situations involving barricaded suspects, hostage situations, etc. They have also been deployed to support special security missions in disaster areas and to assist with search and rescue.
- Local Mitigation Strategy Committee The committee meets on the third Thursday of each month during normal day-to-day operations. They discuss mitigation objectives, as well as current and future projects. The committee will review identified mitigation opportunities in post disaster actions and act upon feasible opportunities. The committee is chaired by the Growth Management Director of Okaloosa County (See Annex B).

# 2. Emergency Planning Phases

### a. Awareness Phase

This is the normal state of readiness for emergency operations. Public safety agencies conduct normal operations and maintain a structure to recognize and react to significant incidents. The public maintains awareness of the various threats and seeks, through information and accumulation of resources, to improve its ability to survive a significant incident.

Agencies are able to deal with the usual emergencies (structure fires, vehicle accidents, isolated damage and injuries caused by localized storms) with existing assets and command structures. Agencies conduct planning, preparation, and training for significant events and disasters.

# b. Alert Phase

The Alert Phase begins when a significant threat is recognized. This may be the receipt of a tornado warning from the National Weather Service, a 9-1-1 call about a train derailment, or notice that a hurricane could make landfall in 60 to 48 hours. Agencies begin specific actions to meet the actual or potential threat.

In the case of hurricanes, agencies take such action as staging back-up supplies, setting up additional communications equipment, activating stand-by phone lines, perform emergency repairs of critical equipment, begin making arrangements for sleeping and subsistence needs of staff, volunteer agencies assemble staff, coordinate with hotels, etc. Coordinate sheltering arrangements, include shelters of last resort (additional schools, churches, YMCA, etc.).

# c. Decision Phase

The Decision Phase applies to hurricane situations. Ideally, it occurs when landfall is 48 hours to 33 hours away (see Appendix 4 for a decision point table). In less than ideal circumstances, such as when Gulf-born tropical systems form near the coast or when storms make unexpected turns, the Decision Phase may occur much later.

Ideally, the decision to evacuate should be made during this period. The public should be made aware that evacuation is

being considered and should be instructed to finalize their preparedness activities. Transportation arrangements must be finalized. Law enforcement agencies begin deploying signs and other assets to support evacuation. Utility and public works agencies gear up for deployment to storm locations. EOC staff transitions to Level 3 activation.

If practical in cases of very large storm systems that have a high probability of impacting the county, phase into evacuation by ordering or advising residents of Okaloosa Island to begin evacuation. Additional evacuations may be ordered later.

## d. Final Preparation Phase

The Final Preparation Phase applies to hurricane situations. Ideally, it takes place at landfall minus 45 hours to 30 hours, but may run concurrently with the Decision Phase.

Assets begin to deploy to emergency locations. Test communications with shelters. Volunteer agencies and schools begin to prepare for receiving evacuees. Special Needs evacuation begins. Coordinate evacuation orders with state agencies, Alabama, and other counties.

### e. Evacuation Phase

The Evacuation Phase is usually associated with hurricanes, but may also be used in cases of hazardous materials spills, flooding, or winter freezes with loss of power over a wide area.

In the hurricane scenario, it would ideally occur at Landfall minus 36 hours to 24 hours. Some situations may not allow this much notice. Government issues the evacuation order at the beginning of the phase. It is important to note that evacuation should be complete by the time 40-mph winds reach the county. Evacuation is estimated to take 15 to 24 hours, depending on time of year, time of day, size of evacuated area, and tourist population. The order to evacuate should be given, if practical, before school busses commit to their morning routes, or before the normally scheduled news broadcasts. The EOC goes to Level 1 activation. The county utilizes five evacuation zones; the zones are based upon surge zones. Zone "A" encompasses Cat 1 hurricane surge zones. Zone "B" includes surge zones for Cat 2. Zone "C" includes surge zones for Cat 3, Zone D is for Cat 4, and Zone E is for Cat 5. Evacuation zones and

routes as part of the public information program are located on the county website at:

<u>http://www.co.okaloosa.fl.us/dept\_ps.html</u> here the public types in their address to find what evacuation zone their house is located and the evacuation routes for the county.

In hazardous materials incidents, there is usually no warning before an evacuation order is issued. Most situations result in evacuation of small numbers of people, but rare incidents may require evacuation of large areas and many thousands of people. The decision to evacuate is made by the Incident Commander after consultation with specialists and other government representatives. Coordination with several agencies is necessary to arrange notification, transportation, and sheltering.

In other cases, such as winter freezes, there may be more warning time for government agencies to prepare. Evacuation in such cases is usually conducted for individuals who have health problems that would place them in a highrisk category if they were without heat.

## f. Landfall Phase

This applies to hurricane situations, and begins with the arrival of sustained 40-mph winds or serious flooding of Okaloosa Island roads. The population should be sheltered in homes, public shelters, or out of the area. If evacuees are still on the roads during this phase consider opening shelters of last resort.

Emergency vehicles cannot respond due to high crosswinds (ambulances usually cease operations when sustained winds reach 40-mph; fire apparatus usually stop responding at 55-mph winds). All emergency personnel are in their designated staging areas.

### g. Response Phase

In most emergencies, this would occur immediately after the Alert Phase. In hurricane situations, however, it begins after wind speeds reduce to levels considered safe for emergency responders and workers to begin work outside. The Response Phase could last from one day to two weeks.

When wind speeds subside to relatively safe levels, public safety and public works agencies begin clearing routes into

populated areas to conduct search & rescue. As they proceed, they relay initial assessments of human impact to the EOC, which collates the information and formulates the impact assessment.

The following actions may also take place:

- Utility companies assess damage and attempt to restore priority operations to support search & rescue, emergency communications, and public health.
- The EOC collects and collates resource requirements and requests support as necessary. Assess damage to critical facilities and report.
- Citizen re-entry in Declared Emergencies is allowed only upon order of the Chairman of the Board of County Commissioners or the Governor. This will be extremely difficult to enforce and will place a heavy burden on law enforcement agencies.

### h. Restoration Phase

This phase begins after the threat has passed or has been otherwise neutralized. It includes actions designed to bring the environment, business, and daily routine back to minimum essential levels.

In hurricane situations, it may begin concurrently with response actions and may last days or weeks, depending on the severity and geographic extent of damage.

This is the period in which local governments make temporary repairs to the infrastructure, insurance companies assess damage to homes, homeowners do clean-up and makeshift repairs, and mutual aid support rotates through in 7 to 30 day cycles. Disaster Assistance Centers activate.

Certain negative aspects may begin to develop, such as public safety and hospital workers suffering from exhaustion, public health concerns begin to multiply, debris builds up, and social order may deteriorate, public outrage is fueled by their own frustration and press reports of what went wrong.

### I. Recovery and Redevelopment Phase<sup>xix</sup>

The recovery and redevelopment period is comprised of community actions to rebuild and prepare for the next

significant event. It may take weeks to years, depending on the severity and extent of damage. Federal and insurance funds may fuel a flurry of repair and construction, temporary workers may move into the area, special interests may compete for attention in priorities and policies of recovery action, and long-term emotional problems begin to evidence themselves.

There may be efforts to have building inspection standards loosened in order to promote fast recovery, but such efforts are counterproductive in the long term and should not be approved<sup>xx</sup>.

The role of government in this phase is to facilitate society's skill and tendency to restore life to normal, while ensuring a strategy that would prevent counterproductive and imprudent activities.

Further information on recovery and redevelopment is contained in the Post-Disaster Redevelopment Chapter of the Comprehensive Growth Management Plan and in the Appendix Section of this document, Recovery & Redevelopment.

## C. COMMUNICATIONS AND WARNING

### 1. General

Incident communications for notification and warning will be dictated by and through the Incident Action Plan (IAP).

Okaloosa County uses a decentralized system for most public safety communications. The Department of Public Safety manages the 9-1-1 network and the Emergency Communications Center (county warning point).

The primary method for warning the public of hazardous situations is through the broadcast media. The county utilizes the "Code Red" system to alert residents of emergencies. "Code Red is a geo-notify system. The system allows areas to be selected on a map, a message is recorded and automated phone calls are initiated. The system can call up to 1,000 phones per minute. The county also utilizes the weather warning service of "Code Red" which provides completely automated weather warning information to residents who live in warning areas. The Emergency Alert system is discussed under Warning and in Tab 2. A network of sirens or loudspeakers is deemed impractical and unworkable. This is based on research on their relative effectiveness and the specifics of terrain, building patterns, and population behavior in Okaloosa County. The cost-to-benefit ratio is unfavorable.

### 2. Communications System

Okaloosa County Public Safety (911) maintains the entire 911 Network for Okaloosa County.

The Department of Public Safety operates the County Warning Point which dispatches EMS, most fire departments and Emergency Management. It also contains the Emergency Management Satellite Communications System (ESATCOM) and the "Code Red" Warning system used by Emergency Management to alert schools, nursing homes, and hospitals.

Okaloosa County operates an Enhanced 911 Network and is working toward Next Generation 911 platform in the near future. Okaloosa County has four Primary Safety Answering Points (PSAPs) Emergency Communications Center (ECC) / County Warning Point, Crestview Police, City of Crestview Fire, and Eglin Fire PSAP. Okaloosa County has four Secondary PSAPs that are located at Eglin Security Forces, Fort Walton Beach Police, Niceville Police Department, and Valparaiso Police Department.

The Amateur Radio Emergency Service for supplemental emergency support is designed to place HAM radios, with an operator, in the Red Cross Shelters and the EOC. Some municipalities also have HAM radio capability for their EOC. Each school-based shelter also has a two-way 800 MHz radio that can be operated by non-HAM personnel.

Antenna systems for the HAM radios have been installed in the schools designated as public evacuation centers (Red Cross Shelters).

OCPS has an 800 MHz Command & Control Net for use during significant incidents. To date, the following organizations participate in the net:

- Okaloosa County Public safety
- Okaloosa County Sheriff's Office
- Okaloosa Water & Sewer
- Ocean City/Wright Fire Control District
- Destin Fire District

- Florosa Fire District
- Ft. Walton Beach Fire Department
- Niceville fire Department
- North Bay Fire Control District
- Okaloosa Island Fire Control District
- Eglin AFB Fire Department
- Jackson Guard
- 6<sup>th</sup> Ranger Training Battalion
- Crestview Fire Department

### 3. Communications Operations

During routine operations, public safety agencies dispatch their own assets using their own communications center and frequencies. This concept of operations does not change during a declared emergency.

During the Alert or Deployment Phases of a declared emergency, Amateur Radio personnel will pick up the designated Emergency Management HF/UHF radios from the EOC or storage location and deploy them as planned to Red Cross Shelters. Designated Amateur Radio operators will establish radio positions in the EOC. The EOC will establish ESATCOM contact with the State Warning Point.

During EOC activation, the Public Works Department and the Water & Sewer Department will establish sat phone positions at the EOC. Sat phone for that purpose are stored by each agency at their office. Sat Phones will be used when regular communication channels are interrupted i.e... Land lines or cell phones.

In the event that EOC radio roof top antennas are destroyed during a storm, the EOC will rely on cellular, satellite phone, and portable ham radio communications until such time as the radio network can be re-established. A crank-up antenna tower is installed at the EOC should the roof top antenna system be affected.

OCPS maintains a Satellite Communications System capable of operation in remote areas or when landline and cellular phone systems are out of operation. The system consists of a two fixed site units. The county owns 25 satellite phones that will be issued to pre-identified individuals as situations dictate. The county also owns an emergency communications trailer. The trailer utilizes HAM radio equipment to include D-star, UHF/VHF radios, SATCOM communications, and all emergency response vhf/uhf/800 MHz frequencies and can establish a wireless network with up to a three mile range of the trailer. The trailer includes a tactical interoperability system which can interconnect radios on different frequencies allowing first responders to communicate. However, if the area of response dispatch center has a functioning interop system it is always best to use their system. If necessary, these devices can be used to coordinate mutual aid response to the county or for operations in remote or rural areas where cellular and radio signals are too weak for reliable communications.

The 800 MHz Command & Control Net may be used for "routine" emergencies to effect improved coordination among the user agencies, or as a backup when VHF/UHF antennas are torn away by high winds. This system is also very good for use in remote areas.

# 4. Warning System

The County Warning Point conducts warning operations in accordance with established Standard Operating Procedures. A generator and UPS systems provide emergency power. The Emergency Management Warning System consists of the following components:

## a. Notification by the National Weather Service

Notification by the National Weather Service (NWS) that there is impending danger from weather systems. The NWS issues these warnings to media outlets and emergency management. OCPS also receives warning information from commercial vendors by facsimile and alphanumeric pager.

## b. 911 Call

In the case of hazardous materials incidents, wildfires, aircraft crashes, etc., initial notification is made only after the danger has begun. This may be by a 9-1-1 call from a citizen, a business, or storage facility.

# c. Relay of Warning by the Public Safety Department

The Department of Public Safety relays warnings it receives by several methods which may be used singly or in conjunction with other methods. These methods include:

- A facsimile with broadcast capability is used for alerting the media, tourist resorts, and public safety agencies of known hazards. The fax broadcasts to tourist resorts is accomplished with fax machines pre-programmed by the resort industry.
- An automated call-down system and public alert system (Code Red).
- An automated Citizen Information Line (phone number 311/609-7000) for posting recorded messages that can be accessed by the public and Department personnel. This system is usually reserved for hurricane-related events and public health emergencies.
- Warning signs are posted near rivers when the NWS issues flood warnings. The signs are red in color with white reflective letters that state "Flood Warning in Effect."
- I-phones for alerting Department management personnel.
- The print and broadcast media informs the public of impending danger, and relays official instructions to the public.<sup>xxi</sup>
- The Emergency Alert System, (EAS) is comprised of a network of broadcast stations across the nation. Certain stations are designated as Local Primary Sources (LP-1 or LP-2). Stations not designated as an LP-1 or LP-2 monitor at least one Local Primary and rebroadcast EAS alerts sent out by those primary stations. Broadcast TV and radio stations are included in the system. The LP-1 for this area is WCOA-AM/WWRO-FM, 1370 kHz/100.7 MHz in Pensacola. The LP-2 in Okaloosa County is WKSM-FM 99.5 MHz in Ft. Walton Beach. The Federal Communications Commission regulates EAS operations. Each EAS Operational Area within the states is required to submit a procedural plan for approval by the FCC. Okaloosa, Santa Rosa, and Escambia Counties are in EAS Operational Area 1. The primary purpose of the EAS is to alert the public to national emergencies. Its most frequent use, however, is for local alerts. For severe weather, the NWS activates the EAS. Emergency

Management activates the EAS for hazardous materials emergencies or other major incidents that may threaten large sectors of the population. The EAS plan for this area allows the Director of Public Safety or the Emergency Management Chief to activate the EAS. Currently, this activation is accomplished by telephone. A future goal is to install the proper encoding/decoding equipment to allow automated operation.

## 5. Warning policies.

The Department of Public safety facilitates public warning by relaying official alert information to the media, who in turn inform the public. The Department of Public Safety will utilize the Code Red system to provide direct warning information by phone to affected areas. The Code Red system can call up to 1,000 numbers per minute. The actual level of calls per minute will be affected by the phone company's computer servers and the length of the warning message. Although it is not practical for large area warning, there may be instances where public safety personnel go door-to-door or street-to-street to announce a warning. Such personal delivery of warnings is practical only in fire and hazardous materials situations. Previous attempts to directly notify the public over large areas (Alberto, Erin, and Opal) with fire and law enforcement personnel had poor results. Generally, it caused confusion, was ignored, and pulled critical personnel from other important duties.

The public has a basic responsibility to maintain situation awareness, and to monitor official broadcasts for emergency instructions. For example, when the weather appears to be threatening, the public should monitor radio and television for any watches or warnings that may be issued. During hurricane season, the public should check the weather broadcasts daily to learn of any tropical systems that may develop. When a tropical system is a potential threat to our area, the public should frequently check broadcasts for emergency information. **Successful warning depends on public participation and interest.** 

Some agencies, such as home health care agencies and Elder Services, relay hurricane and flood warning information to their clients by telephone if time and operations permit. For example, a home health care agency should call their clients during a hurricane alert to check on the status of special supplies, if the client intends to evacuate, etc. Okaloosa County does have the capability to specifically identify and warn citizens who are hearing or visually impaired. The Code Red system does have the ability to communicate with TDD equipment. Residents with such impairments should make arrangements with friends, relatives, neighbors, or service agencies to assist them in an area-wide emergency.

Siren and loudspeaker warning systems are expensive to install and maintain over large areas. Research in other areas has shown that, due to a number of factors, they are inefficient warning systems except for local hazards (such as a chemical plant or beach)xxii. Modern building practices and ambient noise in the home or office (televisions, stereo, air handlers, etc.) requires a high number of sirens to be installed if there is to be any assurance that a large portion of the population will hear them. In and of themselves, sirens do not provide information. Assuming they would hear the siren, residents would then have to tune into the broadcast media to obtain information. For these reasons, it has been determined that sirens are not a cost-effective solution to public warning, and could lull the public into a false sense of security. The Code Red, automated severe weather warning system will be utilized as the primary warning system for severe weather.

There are two warning zones: north and south.

OCPS uses the Warning Point concept for distributing warning information. In other words, OCPS will notify one person or facility for each agency, department, or municipality (military bases are treated as municipalities). That person or facility must then relay the information in accordance with internal procedures to ensure maximum distribution of the information.

## 6. Warning Operations

The Department of Public Safety is usually advised of severe weather through commercial paging, Weather Tap Weather Satellite, the NWS Mobile, or the State Warning Point via ESATCOM, NAWAS, or facsimile. A first responder or witness may advise the department of other events (HazMat, tornado damage, etc.). The Department also monitors rivers thru the network of automated gages. River stage information from these gages is available by dial-up voice and/or data, a USGS internet connection, and from the NWS.

If the situation warrants and time allows, OCPS will initiate public warnings by sending facsimile messages to the appropriate broadcast stations, cable override, the Code Red System, and/or by recording an appropriate message on the Citizen Information Line. The Department of Public Safety may directly warn the public utilizing Code Red, but mainly depends on signage and the broadcast media (see discussion of the EAS System in paragraph IV.C.3.a, Warning systems, above. Public safety agencies and city governments may be alerted via facsimile messages.

The Director of Public safety or the Emergency Management Chief will ensure that the State Warning Point is advised of significant incidents in accordance with the OCPS Significant Incident SOP.

# D. ACTIVATION OF THE EMERGENCY OPERATIONS CENTER

Activation of the EOC means that it is staffed to the appropriate level by the Office of Emergency Management and by command representatives of the ESF Lead and Support agencies, and others from public, private, and volunteer sectors that are, or are expected to be, involved in a specific incident, to include all members required to staff the County NIMS/ICS structure. Emergency Management will make notifications to the appropriate ESF/NIMS components that the EOC is being activated and that their presence is required in the EOC.

## 1. General

The Emergency Management Chief is responsible for maintaining the EOC in a ready-to-activate status. Level 1 activation of the EOC requires approval by the County Administrator. Stages of activation are indicated below.

## a. Level 3

Level 3 activation or monitoring includes <u>routine operation</u>. Fire/EMS Dispatch acts as the county's 24-hour Warning Point.

During a routine incident, the responsible department may set up an on-site Incident Command Post (ICP) if it so desires. No countywide action is required. The responsible department will handle press relations with their Public Information Officer (PIO). Needed logistical support, additional personnel, or other resources will be the additional responsibility of the responsible department.

## b. Level 2

A Level 2 activation indicates <u>urgent conditions</u>. The Director of Public Safety can activate the EOC to level 2. The EOC is active 12-hours (7 am-7 pm), 7 days per week with representatives of all required ESFs on 12-hour shifts. Public Safety management personnel staff the EOC 12hours per day (or longer) shifts.

The responsible department should set up an on-site Incident Command Post (ICP) and all responding departments should be notified of its location.

NIMS shall be instituted and the designated Incident Commander (IC) shall assign designated personnel to the Administrative/Finance, Logistics, Planning, and Operations Sections of the NIMS structure as required by the incident. Unified Command (UC) shall be set up as necessary to coordinate operations among multiple agencies in an efficient manner.

The responsible department may also set up an administrative command post at its main facility or at the EOC according to the level of administrative support required. The County Administrator, Director of Public Safety, and the Emergency Management Chief should be notified of the command post location and of any need for EOC activation.

As deemed necessary, the Incident commander will designate a Public Information Officer (PIO) for the incident, who shall determine the need to activate a Joint Information Center (JIC) and/or Joint Information System (JIS) as required by incident demands. Needed logistical support, additional support, or other resources will be the responsibility of the Operations Section and the Logistics Section. Emergency purchases should be referred to the County Administrator through the Administrative/Finance Section, who may expedite those requests with the assistance of the County Purchasing Director under the Logistics Section as established.

#### c. Level 1

A Level 1 activation is considered a <u>full activation</u>, and requires County Administrator or BCC Chairman approval. Complete EOC staff is on duty for 24 hours per day, 7 days per week, on 12-hour shifts. Staff consists of one representative from each ESF, four Citizen Information operators, and Century Link, Gulf Power, Chelco and Okaloosa Gas. OCPS staff specified in the OCPS SOP is also present. Each agency is responsible for developing rosters and schedules to ensure the EOC is staffed as needed.

The primary responsibility for decision making rests with the Unified Command (UC)/Emergency Management Board, which defined as а committee of appointed is representatives usually stationed in the EOC. This committee may include state, federal and volunteer agency representatives as the incident warrants. The members of the Staff will be divided into their ESFs under the NIMS structure. The on-site Incident Commanders (ICs) will make decisions necessary to protect life and property and to Decisions designed to properly stabilize the situation. resolve the entire emergency shall be the responsibility of the Unified Command.

This level of emergency usually results in a "Declaration of Emergency" by the Okaloosa County Board of County Commissioners, who invokes the emergency powers of the office.

The senior representative of the department in charge of onscene operations shall establish an on-site Incident Command Post and notify all departments of the location.

NIMS shall be instituted and the designated Incident Commander (IC) shall assign designated personnel to the Administrative/Finance, Logistics, Planning, ad Operations Sections of the NIMS structure as required by the incident. Unified Command (UC) shall be set up as necessary to coordinate operations among multiple agencies in an efficient manner.

As deemed necessary, the Incident commander will designate a Public Information Officer (PIO) for the incident, who shall determine the need to activate a Joint Information Center (JIC) and/or Joint Information System (JIS) as required by incident demands.

Needed logistical support, additional support, or other resources will be the responsibility of the Operations Section and the Logistics Section. Emergency purchases should be referred to the County Administrator through the Administrative/Finance Section, who may expedite those requests with the assistance of the County Purchasing Director under the Logistics Section as established.

The primary location of the EOC is 90 College Boulevard, Niceville. The secondary location is the Northwest Florida Regional Airport. The tertiary location is the visiting area of the Okaloosa County Jail, Crestview.

It must be emphasized that the EOC consists of the entire building or complex where it is in operation. The EOC is not simply one room. When it is necessary to use rooms of other departments or agencies within the complex, the Director of Public Safety or the Emergency Management Chief will make a request in short memo format or verbally to a representative of the responsible agency. If permission is not forthcoming in the necessary time frame, the Director of Public safety or the Emergency Management Chief will notify the County Administrator, who will seek to obtain the needed space either directly or through the Board of County Commissioners.

The Northwest Florida State College Wellness Center will be set aside as a sleeping area for EOC staff and family members. Wellness classrooms will be used as sleeping areas for EOC staff that do not have families present. Overflow sleeping and support of family members will be conducted in the Raider Room.

## 2. Alert Procedures

When deemed necessary to activate the EOC, the Department of Public safety will notify department heads, municipalities, public safety dispatch centers, and heads of agencies that send representatives to the EOC. Code Red, Voice telephone or facsimile may accomplish the alert.

Each agency, department, or municipality should have standing procedures for internal notification once the alert is given.

### 3. Operations

Routine emergencies may be underway concurrently with County or City preparations for, response to, and recovery from a major event that is such proportions that full activation of the EOC is affected. All pre-existing routine emergencies must be integrated into management of the overall event through a Unified Command, or in some instances an Area Command, which establishes priorities, allocates resources, analyzes the impact of the emergencies, and informs the public.

Okaloosa County will use the Incident Action Plan (IAP) to jurisdiction plans to provide a coherent means of communicating the overall incident objectives in the context of operational and support activities. This will be coordinated through the Planning Section/ESF-5. All agencies participating in the NIMS structure are required to provide appropriate situation awareness and resource status updates to the Planning Section in order for the IAP to remain updated and current.

Okaloosa County will use the National Incident Management System (NIMS) to organize its responses to emergencies and disasters. County agencies and organizations have been trained and will continue to be trained in the implementation of NIMS/ICS. Many organizations have differing levels of training in NIMS. All agencies will be required to integrate their management system into the overall Okaloosa County NIMS/ICS system to prevent fragmentation and duplicating uses of resources during an emergency or disaster. The use of the NIMS is being instituted on the federal, state, and local levels to ensure incident management consistency.

The County EOC will be the focal point for information disseminated to or from state and federal agencies. Departments and municipalities should report all impact and damage information to the EOC for formulation of the overall needs assessment. Requests for resources and assistance should be funneled through the EOC. The EOC will coordinate information and operations of the Emergency Support Functions and make the necessary reports to the SEOC or SERT Liaison. This will be accomplished through the Administration/Finance Section under the NIMS structure. The EOC will coordinate response requests and assign available assets to meet mission needs. If necessary, the EOC will request additional resources through the SEOC or SERT Liaison. See the ESF 5/Planning Section Tab, for additional information on mission requests and tracking.

The Director of Public Safety will oversee EOC operations. The Public Safety staff or augmentees from other county departments will perform information coordination and mission tracking functions (see ESF 5 Tab). The Emergency Management Chief shall assist the Director, and will, when possible, operate a Forward CP to coordinate activities in the field. When the Director is not available, the Emergency Management Chief will assume those duties and responsibilities. The EMS Chief will assist the Director and work with the ESF 4/Firefighting Unit and ESF 8/Health and Medical Unit Coordinators to ensure effective emergency medical operations, including mutual aid, throughout the county.

Major functional areas, such as law enforcement, the fire service, and public works may operate a command post when necessary, but will maintain a knowledgeable representative in the EOC. The Fire Command Post may be located in one of the EOC breakout rooms or other area as determined by fire department command personnel. The Law Enforcement Command Post will be located in the Law Enforcement complex located at 50 2<sup>nd</sup> Street Shalimar, or other area designated by the Sheriff.

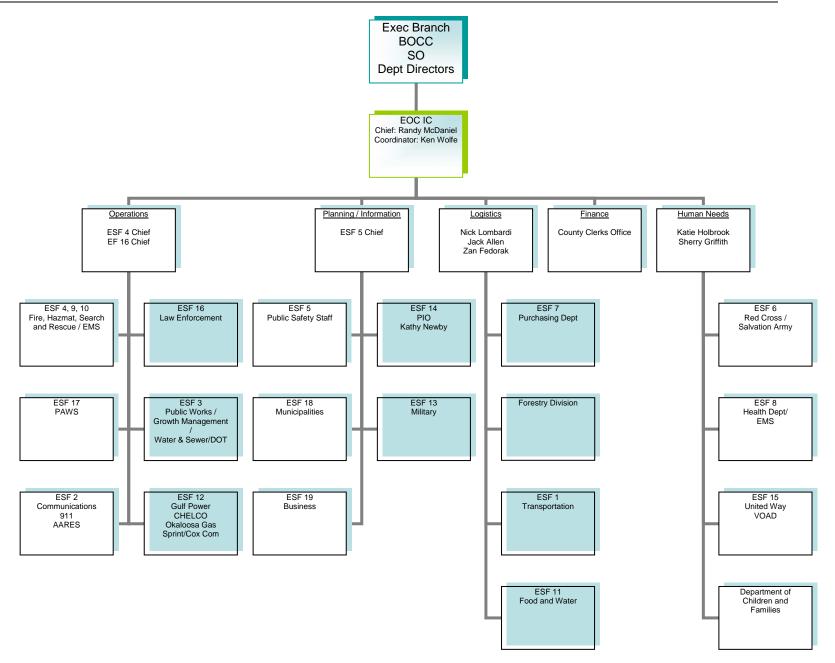
The following is a matrix of the Okaloosa County Emergency Support (ESF) Function Lead Agencies and their Support Agencies:

ESF 2 ESF 1	ESF 4	ESF 5	Π	-	_				_								
SF 2 SF 1	SF 4	<u>s</u>			m	Ш	ES	ES	ES	ESF	ESF	ESF	ESF	ES	ESF	ESF	ESF
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Century Link S																	
ARC	S		Ρ	S	S			S			S						
ARES S			S														
ATT Language Line											S						
Bridgeway, Inc.					S												
Choctawhatchee Elec. S	5								Ρ								
CISD Team	S				S												
Civil Air Patrol						S											
Council on Aging		S															
Crisis Line											S						
DMAT					S												
Duke FD	S																
Elgin FD	S																
Elgin Hospital S										S							
Fire Control Districts	Р					Ρ	Ρ										
Fire Departments	Р					Ρ	Ρ										
Florida Dept of Ag														S			
Ft. Walton Comm. S																	
Gulf Power S	3								Ρ								
Home Health Agencies			S		S												
Hurlburt FD	S																
Hurlburt Field Clinic										S							
Jackson Guard	Р						S										
Local Media											S						
Moonlighting Nursing Serv					S						-						
Municipal PDs S	S				-	S	S	S					Р	S			
Municipal Public Works F	-					-	_	P					S	-			
Municipal Purchasing Depts.				Р									-				
Municipalities															Р		
N Okaloosa Medical Ctr.					S												
N Okaloosa SAR S			S		-	S											
National Guard						-				S							

## OKALOOSA COUNTY LEAD AND SUPPORT AGENCIES

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	ESF 1	ESF 2	ESE 3	ESF	ESF	ESE 6	ESF 7	ESF	ESF 9	ESF 10	ESF	ESF	ESF	ESF	ESF	ESF	ESF	ESF	ESF	ESF
	-	N	ω	4	сл	2	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Naval EOD School													S							
OC Airport														S						
OC Board of Commissioners														Ρ						Р
OC Extension								S			S									
OC Finance Dept							Ρ													
OC Fleet Maintenance			Ρ																	
OC GIS					S															
OC Growth Management			S																	
OC Medical Examiner								S												
OC Planning & Inspection					S															
OC Public Safety		Ρ		S	Ρ	S		Ρ	Ρ	S		S	Ρ	Ρ	S	S		S		S
OC Human Resource Dept																				Ρ
OC Public Works			Ρ													S				
OC Purchasing							Ρ													
OC School District	Ρ				S					S			Ρ							
OC Sheriff's Office				S		S			Ρ	S			Ρ	Ρ		Ρ	S			
OC Special Ops Unit										S										
OC Transportation	Ρ					S														
OC Water & Sewer			Ρ								Ρ									
Okaloosa Gas			S									Ρ								
PAWS								S									Р			
Political Subdivisions														Ρ						
Private Water Systems			S								Ρ									
Public Health						S		Ρ		S	S			Ρ						
Quadratics		S																		
Salvation Army						S	S		S		Ρ									
Southern Comm.		S																		
Special Tactics Squad	S																			
Century Link		S																		
Twin Cities Hospital								S												
U.S. Air Force													S							
U.S. Army	S												S							
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P = Primary Ag	enc	у																		
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ESF-1 Transportation ESF-2 Communications ESF-3 Public Works																				
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EOF-19 DUSINESS		<b>L</b> 3	-20		nuze	115 1		natio	11											

Okaloosa County will use the National Incident Management System (NIMS). The following table shows Emergency Support Functions (s) and how they fit into the overall Okaloosa County NIMS/ICS structure, as used in the EOC. The forms to be used by each position are located in the Appendix Section of this document.



In the post-hurricane scenario, the Property Appraiser and Tax Collector will operate a consolidated field office, preferably at the Courthouse Annex in Fort Walton Beach, to assist with processing license applications by out-of-town contractors, and damage assessment operations.

Once the Board of County Commissioners has declared a State of Local Emergency, the Director of Public Safety, the Emergency Management Chief, the EMS Chief, and ESF Coordinators will have authority to authorize emergency purchases or short-term lease contracts necessary to meet operational needs. All such purchasing actions will be coordinated through the ESF 7/Procurement Unit Coordinator before obligating funds, unless the time delay of such process would result in an unacceptable risk to the public welfare. They will also have the authority to invoke the emergency management powers set forth in Chapter 252, Florida State Statutes. When possible and practical, they will attempt to obtain approval from the County Administrator or at least one County Commissioner, but this will in no way be interpreted in a manner that will cause undue delay or operational deficiency in protecting safety or relieving suffering.

During a Declared Emergency, the County Administrator will convene an ad hoc committee composed of available constitutional officers and municipal leaders. This committee will be known as the Policy Group, and will serve as an advisory and coordination body. Among the functions of the Policy Group are:

- Ensure unity of purpose among all constitutional officers and elected officials.
- Ensure the needs and concerns of each level of government (county and municipalities) are addressed.
- Evaluate the contributions to community emergency management that each constitutional officer may make through use of personnel, equipment, supplies, and facilities.
- Determine priorities for medium-term recovery.

Policy issues will be addressed to the County Administrator and the County Attorney under the Administration/Finance Section. Any issues shall be resolved in writing in order to ensure documentation for future reference.

The Policy Group will have no tactical responsibilities.

# 4. Deactivation

The County Administrator will determine deactivation, after consultation with the Director of Public Safety.

Deactivation will usually be accomplished in phases. For example, the EOC may phase down from 24-hour operation to 16-hour operation with a skeleton staff during the night, then to a 12-hour operation with a skeleton staff until midnight, etc. The nature of the incident will determine the phasing of deactivation.

# 5. EOC Resource Requirements

The ESF 7/Resource Support Unit will coordinate with other EOC representatives to meet the ongoing needs of the EOC. Costs of supplies, food, etc. for the EOC will be billed to Emergency Management.

Each agency representative who has EOC duties will report to the EOC with two gallons of drinking water, sufficient food for three meals, bedding, personal hygiene supplies, any cellular phone in their possession and other items (medications, for example) that may be needed by the individual. Each agency is responsible for providing office supplies to support its EOC operations.

The primary EOC located at the 90 College Blvd E, Niceville FL and the county 24-hour Warning Point have emergency power from a diesel generator. The generator is permanently installed, and has an automatic switch, and is tested weekly. The EOC generator has a 5000-gallon fuel supply. The secondary EOC at the airport also has emergency power. The tertiary EOC at the Okaloosa County Jail has emergency power from a permanently installed generator.

# E. DEPLOYMENT OF RESPONSE ASSETS

Each agency, department, and municipality should develop procedures for deploying their internal assets during an emergency.

The Fire/Rescue Command Post will determine the deployment of fire service mutual aid forces in support of local operations. The EMS Chief will determine how mutual-aid EMS forces are deployed. The Law Enforcement Command Post or Sheriff will do likewise for law enforcement assets. Each of these two elements should inform the EOC of general deployments and problems encountered. The appropriate ESF Coordinator in the EOC will determine deployment of other mutual aid assets, after coordination with municipalities.

The EOC will determine the deployment of external and internal assets for debris removal, mass care, food and water, transportation, mass care, health and medical services, humanitarian support by the military, and volunteers & donations.

# F. EVACUATION

1. Policies

## a. Areas to be evacuated

## 1). Hurricanes.

Mandatory evacuations for hurricanes will be limited to mobile homes and campsites, storm surge areas, and areas that would be cut off by surge-damaged roads. There are several factors that complicate the evacuation process. First, the lack of ability to forecast specific landfall points, the need for a 24hour lead time for mandatory evacuation clearance, and the present inability to forecast extreme intensity changes. A tropical storm could become a Category 3 hurricane in a matter of hours, without prior forecast of such change. Any change in the variables, especially the lead-time presented by a given situation (see the Appendix Section of this document for a decision point table), could cause a variance from the ideal evacuation zones. (see the Appendix Section of this document for maps).

According to specialists at the National Hurricane Center, the average forecast error for landfall is 100 miles radius for each 24 hour forecast period. Furthermore, the ability to forecast intensity changes is practically nil. What does this mean in real terms? When we make an evacuation decision 24 hours before landfall, the cyclone may be a Tropical Storm forecasted to hit Panama City. By the time it actually makes landfall, however, it could be a category 3 making a direct hit on Pensacola or Ft. Walton Beach.

# a). Extreme-Risk Surge Areas.

Areas that should be evacuated, even in some strong tropical storm scenarios, are Okaloosa Island, Holiday Isle, and all homes within one block of any waterfront on the Gulf, Bay, Sound, or bayous.

## b). Hurricane Category 1 areas (Zone A).

Areas that should be evacuated in a tropical storm/Category 1 scenario include the areas along and south of Hwy 98 from west to east throughout the county, the Ft. Walton Beach City Hall area, and all areas within 200 feet of any body of water. The City of Destin poses a special problem in that much of the land area would not be flooded in a Category 3 hurricane, but access roads to the city could be cut by a less severe hurricane. If this were to happen, local government could not provide essential services to those who remained behind. Therefore, in an optimum evacuation scenario, all of Destin should be evacuated for a hurricane.

Additionally, all mobile homes, campsites, and high-risk surge areas should be evacuated.

# c). Hurricane Category 2 Areas (Zone B)

Areas that should be evacuated in a Category 2 hurricane include all those specified for Zone A, *plus* all category 2 surge prone areas.

# d). Hurricane Category 3 Areas (Zone C)

Areas that should be evacuated in a Category hurricane include all of those specified for Zones A and B, plus additional areas identified as threat areas for Category 3 surge.

## e). Hurricane Category 4 Areas (Zone D)

Areas that should be evacuated in a Category hurricane include all of those specified for Zones A, B, and C plus additional areas identified as threat areas for Category 4 surge.

# f). Hurricane Category 5 Areas (Zone E)

Areas that should be evacuated in a Category hurricane include all of those specified for Zones A, B, C and D plus additional areas identified as threat areas for Category 5 surge.

## g). Public Shelters and Refuges of Last Resort

Eight public shelters have been designated as evacuation centers. These shelters are intended as a place of refuge for persons who have no other place to go. No guarantee of safety can be offered in any hurricane situation, and the public shelters should be considered only as places of relative safety compared to remaining in a surge area or mobile home. Two of the approved shelters will only be used as a last resort due to no generator being installed.

Evacuation Shelter	Rated Host/Storm Capacity	Elevation	Remarks
Antioch Elementary	1500/1737	130 ft	Pet friendly
Baker School Choctawhatchee High School	199/266 326/435	243 ft 43 ft	First responders only
Davidson Middle School	2450/3267	265 ft	SPNS Power Available Pet friendly
Kenwood Elementary	350/467	32 ft	Will be last shelter opened
Raider Arena	2025/2700	112 ft	General Pop, Generator, Pet friendly
Riverside Elementary Shoal River Middle School	2010/2679 2740/3653	145 ft 160 ft	Gen Hook Up SPNS Backup

The American Red Cross of Northwest Florida will manage shelters. The Red Cross will coordinate operations with the Okaloosa County School District to ensure proper use of, and access to, needed facilities.

None of the established shelters are in expected hurricane surge zones.

The Division of Emergency Management (DEM) will coordinate with the School District, Red Cross, and Public Health Department to designate areas of existing public shelters as refuges for persons with special needs. The Public Health Unit and DEM will coordinate to ensure that the minimum essential levels of supplies are secured for the special needs refuges. These refuges are not intended to function as mini-clinics, but are an attempt to set aside areas where people with special needs would not be subjected to the noise and discomfort that would be unavoidable if sheltered with the general shelter population, and to provide some medical monitoring and minimum care services during the emergency<sup>xxiii</sup>. The Special Needs shelter will provide emergency backup power.

Churches, businesses, and other groups with sturdy buildings are encouraged to open "Refuges of Last Resort" to their members or the general public. A refuge of last resort is different from a public shelter in that it is not listed as an official shelter and is not managed by the Red Cross. The Division of Emergency Management will provide technical data to private entities that wish to evaluate their structures for storm-worthiness. If necessary for the public safety, government buildings may be opened as refuges of last resort. More shelter information may be found in the ESF 6 Tab, Mass Care Unit.

"Any person or organization, public or private, owning or controlling real estate or other premises who voluntarily and without compensation ...permits...use of the whole or any part of such real estate or premises for the purpose of sheltering persons during an actual, impending, mock, or practice emergency, together with his successor in interest...shall not be liable for the death of, or injury to, any person on or about such real estate during the actual, impending, mock, or practice emergency, or for loss of, or damage to, the property of such person...."

Chapter 252, FSS, Para 252.51

## e). Evacuating population & vehicles<sup>xxiv</sup>

Estimates of the number and people who will evacuate are dependent on the public's perception of the risk, the quality of news coverage about the threat, and the timing of the evacuation order. Behavioral studies show that, generally, the evacuating population will use 65% of the vehicles available to them. Also, some people will evacuate even though they do not live in a designated evacuation zone. In order to reduce the traffic congestion during an evacuation, it is desirable to reduce the number of people who evacuate from areas not designated for evacuation. The information below represents the expected maximum number of people who will evacuate, and the number of vehicles that will enter the traffic flow for each scenario (based on the state wide

regional evacuation study of 2010 Operational Scenarios for 2015).

### An order to evacuate the Extreme Risk Area should result in

11,000 to 21,000 mobile home dwellers 361,547 residents/tourists of the Extreme Risk Area 24,416 residents/tourists of Zone A 35,913 residents/tourists of Zone B 64,339 residents/tourists of Zone C 103,171 residents/tourists of Zone D 133,708 residents/tourists of Zone E

These numbers include shadow evacuations. Shadow evacuations are residents and tourists that are outside the surge vulnerable areas but choose to evacuate. Approximately 163,547 are shadow evacuees or tourists.

Worst case number of vehicles 18,000 to 23,000 People using public shelters: 3,000 to 5,000

### An order to evacuate Zone A should result in:

15,000 to 21,000 mobile home dwellers 10,000 to 11,500 residents of the Extreme Risk Area 15,500 to 20,700 from Zone A 3,600 from Zone B 3,800 from inland (non-surge) areas 8,000 to 28,000 tourists

Worst case number of vehicles: 28,000 to 35,100 People using public shelters: 6,900 to 7,900

### An order to evacuate Zones A and B should result in:

15,300 to 21,000 mobile home residents 10,300 to 11,500 residents of the Extreme Risk Area 16,600 to 20,700 residents of Zone A 28,500 to 35,600 residents of Zone B 13,200 to 17,700 from inland (non-surge) areas. 8,400 to 29,700 tourists

Worst case number of vehicles: 45,900 to 52,800 People using public shelters: 11,500 to 12,800

These numbers will continue to rise through Zones C, D, and E until they reach a worst case scenario of approximately 167,547 residents and shadow evacuees.

### f) Planning Difficulties and Evacuation Priorities.

The planned evacuation zones represent the optimum evacuation plan. Many factors may work against accomplishing the optimum. These factors include short notice for a hurricane that makes an unexpected turn or a Gulf-born hurricane, a hurricane that unexpectedly increases in strength, road construction projects that decrease route capacity or heavy tourist occupancy that would add to the route congestion and thereby increase the chances that evacuees would be caught on the road during landfall. A decision to evacuate, whether mandatory or voluntary is based on a complex set of factors. These factors often change hourly during a developing situation. Some of the factors influencing a decision are size of the storm, present and forecasted (official or unofficial) category of the storm, amount of time before landfall. etc.

Hurricane evacuation zones are based on the expected storm surge. The optimum evacuation zones are designated by utilizing the county GIS system. The system allows residents to determine the evacuation zone they live in by typing their address into the GIS system. Public Safety provides a public education outreach called "Ready Okaloosa". The program provides evacuation information to residents. When it is not practical to use the optimum evacuation plan, priorities for evacuation will be as follows:

- **Priority 1:** Areas that would suffer surge and wave action.
- Priority 2: Areas that are expected to suffer surge heights of two feet or more (based on the most current estimates from all technical sources available).

- **Priority 3:** All expected surge areas.
- **Priority 4:** Areas that are not expected to suffer surge but have a high risk of being cut-off by surge or wave action.

### 2) Technological hazards.

These include hazardous materials incidents, explosive devices, bomb threats, and transportation incidents.

### a). Evacuation of hazard areas.

The Incident Commander will be responsible for designating areas to be evacuated or closed, based on the current and potential hazards posed by the situation. The Incident Commander may base the evacuation decision on advice from technical specialists, computer modeling, or other responders. If it is necessary to evacuate any populated areas, the Incident Commander should inform Emergency Management (if not already at the scene) to coordinate mass care operations.

Estimates of the area to be evacuated may be based on recommendations from technical specialists, technical manuals, or computer programs such as the NOAA/EPC Arial Locations of Hazardous Atmospheres (ALOHA). The Emergency Management Chief will maintain a portable computer, necessary software, and local data for such use.

It must be noted that evacuation is NOT necessarily the safest course of action in a hazardous materials incident. Such variables as source strength, weather conditions, speed of the contamination plume, type of chemical, etc. may make it safer for people to take shelter in their current structure. There are cases on record where people evacuated, only to receive a higher dose during the evacuation than if they had sheltered-in-place. Emergency Management may also, at the Incident Commander's request, coordinate public notification. Public notification will usually be conducted through the broadcast media and Code Red. In some cases, it may be necessary to use public safety personnel to accomplish door-to-door notifications.

Whenever an evacuation is ordered, the evacuees should be informed of a place where they can go until re-entry is allowed. This will usually be a pre-designated public shelter, such as a school. When requested by the Incident Commander, Emergency Management will coordinate this activity.

All county and municipal agencies should cooperate with public safety officials in facilitating evacuations and protective measures.

The Public Safety Department has an existing agreement with the Okaloosa School Board to lease school busses to include special needs busses. The busses will be used to evacuate residents in hazard areas that do not have transportation. Pick-up locations and times will be announced through the media. Busses will transport residents to county shelters prior to the arrival of a hurricane. Residents will be transported back to the original pick-up location once it is safe to do so.

Okaloosa County makes no guarantee that transportation will be available. Residents should attempt to make private arrangements to ensure their timely evacuation. We urge families, friends, and neighbors to offer assistance to those in need.

# b). Shelter-in-Place<sup>xxv</sup>

Shelter-in-place <u>may</u> be the best choice when the threat is from toxic concentrations. When the threat is from fire or explosion of a hazardous material, evacuation is <u>usually</u> the best choice. The Incident Commander will have decision authority for choosing the protective measure.

The air exchange rate in a closed building often offers protection from high concentrations, whereas evacuation would expose people to potentially fatal or crippling concentrations. When there is an existing plume of toxic pollutant, it is usually better to have people remain indoors at least until the highest concentrations have drifted past the area. If there is the potential for a plume, it is better (if practical) to evacuate the people who will be in the highest area of concentration. These options can be modeled using the Aerial Locations of Hazardous Atmospheres (ALOHA) computer model (available through Emergency Management laptop computer), if time is available.

Shelter-in-place may be the only practical choice for hospitals, nursing homes, and retirement homes. The evacuation time for nursing homes is usually in excess of four hours<sup>xxvi</sup>.

Shelter-in-place for hazardous materials incidents is defined as:

- Closing all windows and doors both exterior and interior, and closing drapes or curtains.
- Shutting down all air-handling devices, such as air conditioners, heaters, and fans.
- Sealing exterior doors and windows with tape, plastic, wet cloth, or other device.
- Moving to the side of the building away from the threat.
- After the all-clear is given, immediate airing out of the building.

When there is a potential for fire or explosion, it is generally better to evacuate personnel from the high hazard area.

When dealing with a bomb threat, the building manager, school principal, or other senior building occupant will decide if evacuation during the search should be accomplished. If circumstances dictate, the On-scene Incident Commander may order evacuation. Unless a municipality establishes a different arrangement for its jurisdiction, law enforcement has Incident Command in bomb threat situations.

## b. Direction and Control

## 1). Non-declared emergencies.

The first public safety official to recognize a hazard should initiate prudent protective actions. As more senior command personnel arrive on scene or become aware of the relevant facts, they should modify the protective actions as appropriate.

The On-scene Incident Commander will have responsibility to ensure the proper protective actions are taken.

The On-scene Incident Commander will have the authority to call on any municipal or county agency to provide necessary assistance to protect the public.

## 2). Declared emergencies.

When the Board of County Commissioners declares a State of Local Emergency, the Emergency Program Manager (as defined by the Federal Staffing Plan) is designated as the Incident Manager.

The Division of Emergency Management will advise the Board of County Commissioners on the need for evacuations.

If the Governor of Florida has not ordered an evacuation, the BCC will decide the parameters of an area-wide evacuation (including business closures) at the same time it declares a State of Local Emergency. The Office of Emergency Management will, if time and circumstances allow, advise the BCC on any necessary changes as the situation The Director of Public safety, the develops. Emergency Program Manager, or local Incident Commander will have authority to order areaspecific evacuations in the face of a developing situation, e.g., evacuating a housing development when threatened by guickly rising river waters.

The Office of Emergency Management or local Incident Commander may call upon any agency of government to assist with the evacuation, e.g., asking the school district for buses or requesting law enforcement for notification and traffic control (Chapter 252, FSS).

Whenever a public safety official becomes aware of an imminent threat to public safety, they have the authority to order evacuations as necessary.

The Okaloosa School District has authority to order the closing of schools. If the schools are in a BCC-mandated evacuation area, the schools will be closed until re-entry is allowed. In the post-disaster scenario, the Policy Group will formulate a recommendation for scheduling the re-opening of schools, which will be acted upon by the School District.

The Administrative Judge retains authority for canceling court operations. In the postdisaster scenario, the Policy Group will recommend policies for resumption of court operations.

# 3). Public notification

Public notification will be conducted through the broadcast media. The local primary EAS radio stations in Okaloosa County are AM 1260, AM 1050, FM 99.5, FM 104.7, and FM 105.5. Other TV and radio stations should also broadcast emergency instructions. See the section on Warning under IV.C.3, above.

Okaloosa County has attempted door-to-door and neighborhood evacuation notices in Tropical Storm Alberto, Hurricane Erin, and Hurricane Opal. Such attempts had very little success and the neighborhood notifications with sirens and public address systems actually caused more confusion. For that reason, the broadcast media will be the designated means of announcing area-wide evacuation advisories. In such cases, law enforcement agencies will assist in the notification process during regular patrols by spot-checking areas and notifying people as the opportunity presents itself. In some cases where time is of the essence, public safety agencies may be used to patrol areas and alert residents with sirens and public address systems. These efforts may be critical in alerting homeless and transient populations who may not have access to broadcast media.

In limited area evacuations where speed of notification is important, such as for hazardous materials incidents, public safety agencies may be tasked for door-to-door or neighborhood notification. The Code Red system will also be utilized for limited area evacuations. So-called "Latch-key" children – those who arrive home from school before their working parents pose a planning difficulty. The only means of notifying such children may be through neighborhood patrols by public safety and neighbors who have awareness of the child.

## 2. Evacuation Routes and Traffic Management

a. Routes

The primary north-south routes out of Okaloosa County are (there are no secondary routes):

- Hwy 85 to Interstate 10 and Florala,
- Hwy 285 to Interstate 10,
- Hwy 189 to Alabama.

Critical intersections include:

- Hwy 85 and Hwy 189 (Lewis Turner Blvd),
- Hwy 85 and SR 123 (north and south),
- Hwy 85 and College Blvd (Valparaiso),
- Hwy 20 and SR 293 (Bluewater area),
- Hwy 20 and Hwy 285 (Niceville),
- Hwy 90 and Hwy 4 (Milligan),
- Hwy 4 and Hwy 189 (Baker),
- Hwy 85 and Hwy 90 (Crestview),
- Racetrack Rd and Hwy 85 (Ocean City),
- Racetrack Rd and Beal Pkwy (Wright),
- Mary Esther Blvd and Beal Pkwy (Wright),
- Mooney Rd. and Lewis Turner Blvd,
- Yacht Club Drive and Hwy 85 (Cinco Bayou).

The primary east-west routes out of the county are:

- US Hwy 98 to Hwy 87 (Santa Rosa County) and Hwy 331 (Walton County,
- Hwy 20,
- US Hwy 90,

Interstate 10.

Critical feeder roads are:

- Beal Parkway and Lewis Turner Blvd
- Mary Esther Blvd
- Hwy 4 (to Hwy 189)
- PJ Adams Pkwy/Antioch Rd. (to Hwy 90)
- SR 123 (Niceville by-pass)
- The Mid-Bay Bridge (SR 293) to Connector and Hwy 285/85

There are no drawbridges in Okaloosa County. Critical bridges include:

- The Mid-Bay Bridge from Destin the connector,
- The Destin East-Pass Bridge along US Hwy 98,
- The Brooks Bridge From Ft. Walton Beach to Okaloosa Island (US Hwy 98),
- The Cinco Bayou Bridge on Hwy 85,
- The Shalimar Bridge on Hwy 85,
- The Hwy 85 Shoal River bridge south of Crestview,
- The Hwy 90 Shoal River bridge on US 90 east of Crest view,
- The Yellow River bridge on US 90 west of Crestview,
- The Shoal River and Pond Creek Bridges on CR 393 near Dorcas,
- The Blackwater River Bridge on Hwy 4 west of Baker,
- The Yellow River Bridge on CR 2 west of Laurel Hill.

- SR 20 between Rocky Bayou Bridge and Mid-Bay Connector.
- Hwy 85 from Crestview to the Alabama line.

## b. Traffic Management

The Okaloosa County Sheriff's Office and municipal police agencies are responsible for traffic management during evacuations. These agencies shall develop plans for carrying out this responsibility during emergencies. Municipalities and county traffic management agencies may reprogram traffic lights along evacuation routes to allow for maximum practical flow.

During an area-wide evacuation, such as for hurricanes, priority for traffic patrol will be given to the intersections, evacuation routes, and feeder roads designated above.

Reverse laning to wrong-way traffic can increase the capacity of roadways, but it has limited utility and presents serious safety and logistics problems<sup>xxvii</sup>. Generally, reverse laning offer a temporary solution to traffic congestion because all traffic will eventually have to merge again at various bottlenecks, such as at the intersection of Hwy 85 and I-10, and the two lane portion of North Hwy 85. Such operations require a large amount of patrol assets to ensure safety and efficient merging at bottlenecks. When deemed appropriate by the Sheriff, reverse laning operations may be conducted under the following guidelines:

- The EOC should be notified before reverse laning operations are implemented.
- At least one lane of Hwy 85, Hwy 285, Hwy 98, Hwy 20 Hwy 90, Hwy 4, Hwy 189 and Lewis Turner Blvd will be kept open in the normal direction for use by official vehicles.
- SR 123 should be converted to one-way northbound traffic as soon as practical.
- The Mid-Bay Bridge should be converted to one-way northbound traffic only when the volume of traffic is such that it threatens to cause a back up on US 98. Tolls can

be lifted after consultation between the EOC, Mid-Bay Bridge Authority, and the State EOC.

If any construction impedes the progress of an evacuation, law enforcement will notify the EOC and the appropriate public works agency to have the obstruction cleared, if practical.

If any public or private thoroughfare becomes unsafe for reasons of weather or structural integrity, the agency first aware of the situation should take immediate steps to protect the public and notify the appropriate agencies. Further discussion of traffic management may be found in the ESF 16 Tab, Law Enforcement.

#### 3. Marine Evacuations<sup>xxviii</sup>

There are several yacht basins and marinas in Okaloosa County. They are located in Destin Harbor, along the shoreline of Choctawhatchee Bay and its bayous, and along the shoreline of Santa Rosa Sound.

It is recommended that marinas require boat owners to have a written hurricane plan and proper insurance before contracting to store a boat at the facility. Coastal marinas are not a suitable sanctuary for vessels during a hurricane or tropical storm. Slips are too narrow to allow for the violent waves of such a storm. Vessels need to be evacuated inland or moved to open areas and anchored properly while it is still safe to do so. Boat owners should secure or anchor their craft according to proper boat-handling principles as necessary to prevent the boat from slipping its moorings in foul weather and thus presenting a hazard to life, property, or navigation.

Boat owners should evacuate their craft as necessary, and as soon as practical, before a hurricane impacts this area. Boat owners must familiarize themselves with the rules of their marina and the provisions of Florida Statutes that govern marine evacuations.

MARINA	ADDRESS	CAPACITY
Bluewater Bay Marina	300 Yacht Club Dr, Niceville	120 slips
Boat, The	32 SW Miracle Strip Pkwy, FWB	130 slips

# **OKALOOSA COUNTY MARINAS**

Captain Daves	314 E Hwy 98, Destin	16 slips
D & J Dry Storage	11 Calhoun Av, Destin	
Deckhands Marina	1352 Miracle Strip Pkwy, FWB	94 slips, 12 dry dock
Destin Dry Storage & Marina	116 E Hwy 98, Destin	167 dry storage, 5 slips
Destin Fisherman Co-Op	210 E Hwy 98, Destin	
East Pass Marina	288 E Hwy 98, Destin	35 slips, 10 dry storage
FWB Yacht Basin	104 SW Miracle Strip, FWB	
Giuseppe's Wharf	821 Bayshore Dr,	50 slips
Restaurant	Niceville	
Harborwalk Marina	346 Mountain Dr, Destin	
Lighthouse Key	115 John Sims Pkwy,	48 slips, 84 dry
	Niceville	storage
Marina Café	404 E Hwy 98, Destin	25 slips
Marina Motel	1345 Miracle Strip, FWB	27 slips
Shalimar Yacht Basin	100 Old Ferry Rd	100 slips
Sides Marine Dry Storage	7 Calhoun Ave, Destin	

# 4. Special Needs Evacuation

Evacuation of persons with special needs is performed primarily by Okaloosa Coordinated Transportation (OCT), with the Okaloosa School District acting in a back-up role.

Okaloosa County has attempted to use pre-planned pick up routes in past events, but it was unsuccessful. People changed their minds or did not comply with instructions, thus causing delays and confusion. Therefore, persons with special needs who require transportation assistance will be required to pre-register and then notify the OCT that they need assistance when the hurricane alert is announced. OCT will, if time and resources allow, provide transportation to a designated public shelter. See the ESF 1 Tab for further details.

Okaloosa County makes no guarantee that transportation will be available. Residents should attempt to make private arrangements to ensure their timely evacuation. We urge families, friends, and neighbors to offer assistance to those in need.

# 5 Re-entry to Evacuated Areas

It is the policy of Okaloosa County to allow residents to return to evacuated areas at the earliest moment commensurate with public safety. The early return of residents to evacuated areas facilitates quick restoration and recovery. It must be recognized, however, that there may be many hazards facing returnees after any disaster. Government cannot guarantee any particular level of safety in impacted areas. If we restricted re-entry until after every hazard was eliminated, it could be weeks or months before government could allow people to return to their homes and businesses.

As a general rule, residents will not be allowed to return until government agencies complete an initial impact assessment to determine the risks, hazards and search & rescue needs. Damaged areas will remain closed until the hazards of fires, flood, downed power lines and known natural gas leaks have been reduced to a reasonable level. Severely damaged buildings will remain closed until building inspectors can determine if the structure is in danger of collapse, and is properly marked by painted or placard notices. In declared emergencies, the Board of County Commissioners, or designated representative, after consultation with utility and public safety authorities, will determine when evacuated areas may be re-opened. Public hearings may be held during the decision process. For non-declared emergencies, the On-Scene Incident Commander will determine when re-entry will be allowed. Re-entry may be phased to allow residents and business operators into the area before the general public.

Any re-entry will be at the individual's own risk. The public must use prudent and reasonable safety when re-entering impacted areas.

Law enforcement agencies will establish checkpoints and patrols to control access to closed areas.

#### G. RECOVERY, REDEVELOPMENT AND HAZARD MITIGATION

#### 1. Policies

The ultimate goal of recovery and redevelopment is to return the impacted areas to their pre-incident level of service and economic vitality. As the incident phases out of the emergency nature, the Policy Group and Growth Management Department will assume more of a central role.

The Growth Management (GM) Department has the primary responsibility for hazard mitigation activities, with support from OCPS. The GM Department will coordinate and prepare recommendations for capital hazard mitigation projects involving public property, and will recommend the necessary changes to building codes, land use codes, or growth management plans to influence hazard mitigation in the private sector. OCPS will support these activities within the scope of its technical expertise and knowledge of state and federal policies. OCPS will maintain preevent liaison with the Florida Division of Emergency Management to identify potential disaster relief sites and Disaster Recovery Center (DRC) set-up.

Many residents may be displaced from their primary work in the aftermath of a disaster. Such job loss may be temporary or, in some cases, very long term due to business failure. The post-disaster environment will increase the demand for labor in many areas for both physical and administrative work. To the extent that it is fiscally responsible to do so, local government can assist to a small degree by taking advantage of temporary workers to fill the need for additional help. Each department head should evaluate their requirements and coordinate with Emergency Management to determine if, under current rules, temporary labor would be a reimbursable expense. The Economic Development Council and Private Industry Council can coordinate federal temporary job programs to place workers to help with disaster recovery.

# 2. Pre-incident planning.

The GM and Water & Sewer Departments of cities and the county, Property Appraiser, and Tax Collector will maintain data to support impact and damage assessment not only for disaster response but also to pre-identify potential applicants for Public Assistance. They will plan for means to retrieve and present file data on such items as:

- Number of mobile homes in selected geographic areas.
- Property values of homes and businesses in selected geographic areas.
- Number of residential customers served by water supply and water treatment facilities. For example, if particular water well is off-line, how many homes would be without water?
- Number of residential customers serviced by sewage facilities.
   For example, if certain lift stations are off-line, how many homes would be affected?
- Critical healthcare facilities within water or sewer service areas.
   For example, if a particular well is off-line, what hospitals, nursing homes, and other congregate care facilities would be impacted.
- Other information that would support preparation of reports on the post-disaster or pre-disaster exposure of homes and businesses, human impact of disaster, damage costs, etc.

When the area is at imminent risk of a disaster that threatens large portions of the county, such as a hurricane, the departments and agencies specified above will prepare the necessary computer printouts or other actions foreseeable necessary to present the information quickly in a no-electricity situation.

#### 3. Post-incident operations

#### a. Initial Damage Assessment.

As soon as possible after an event, the EOC must formulate an assessment of the human impact; in other words, quantify and qualify the level of human suffering. The Emergency Management Chief is responsible for all damage assessment activities.

Growth Management building inspectors (supplemented by CERT members) inspect homes and businesses for damage and habitability. Damage assessment teams are activated by the chief building inspector, inspection areas and assignments are pre-identified by the chief building inspector. State Damage Assessment Forms will be utilized to document structure status. Public safety, through the Emergency Management Division coordinates and is responsible for all damage assessment activities.

Public Works crews inspect public infrastructure such as roads and bridges for damage and usability.

The Civil Air Patrol may perform over-flight of the immediate coastline and inland water ways upon request of the EM Division if unavailable over-flight ops may be requested through Florida DEM for national guard flight support..

Utility workers employed by the local utilities report damage to utility infrastructure which is communicated to the EOC from the individual utility operation centers.

The City of Fort Walton Beach, City of Destin, and the City of Crestview perform their own damage assessments and provide the information to the EOC.

Collection of this information as agencies check their assigned zones is documented on State of Florida damage assessment forms and within WEB EOC immediately after an event. The EOC will share this data with the State of Florida through the EM Constellation system. This data helps determine the types and amount of external support required. For example:

- Number of homes and businesses damaged or destroyed?
- How many people are without electricity?
- How many homes are without water?
- How many wells are likely to be contaminated by flooding?
- How many homes are without sewage service? How long will it be before sewers overflow into the street? Where will overflowing sewers affect environmentally sensitive areas?
- What is the total cost in lost homes and businesses?
- How many people will need temporary shelter?

- How many tons (estimated) of debris was created? How many roads are blocked?
- Are the facilities listed in the Appendix Section of this document capable of performing their intended postdisaster function? If not, alternate sites must be identified or the facilities given priority for repair.
- Are there areas of the county that are isolated and in need of additional support? For example, Destin could become isolated if Hwy 98 is destroyed, and rural areas may have roads blocked preventing residents from getting to relief centers.

Impact assessment is conducted in a variety of ways, but usually by driving and walking. The Civil Air Patrol and Rapid Impact Assessment Team may conduct air operations. The Civil Air Patrol has an agreement with OCPS to assist with damage assessment specifically in north county areas.

#### b. Damage Assessment

This is a more detailed report of the situation, and may take days to complete. It is intended to provide responders, state and federal agencies, and governing bodies with the information necessary to facilitate long-term recovery, such as justifying a federal disaster declaration. Red Cross teams, joint local/state/federal teams, and municipal agencies complete this data. All information must be reported to the EOC for a consolidated report.

A knowledgeable representative of the Growth Management building inspectors, Property Appraiser's Office, City/County Public Works Department and City/County Water & Sewer Department should accompany the joint State/Federal Damage Assessment Team to assist in data collection. If possible, the Emergency Management Chief will also accompany them for some portion of their activities.

Before the Joint Damage Assessment Team arrives, each city and the county should prepare a travel itinerary based on the findings of the impact assessment. The team will not try to see every damaged facility or structure but will try to visit the areas with the most damage. The team will split into groups that will have distinct assignments for evaluating damage to public and private property. Local government must identify personnel who will accompany each team. In a minor disaster, there may be two teams, while a major disaster may require several teams.

The EOC will coordinate with the Tourist Development Council, Private Industry Council, Economic Development Council, and the Chambers of Commerce to determine the economic impact of the disaster.

Joint damage assessment is usually conducted by driving and walking through the impacted areas. Fly-over support may be requested from the Civil Air Patrol, US Air Force, or Florida National Guard.

Damage assessment information should be recorded on the state forms provided by the EOC. After the damage assessment inspections, the forms will be consolidated to provide an overall picture of the damage. Local, state, and federal inspectors consult on the assessment to determine estimates of damage in each of the categories.

#### c. Hazard Assessment and Elimination.

This is usually conducted concurrently with impact and damage assessment during the Restoration Phase. It is specifically geared toward those disaster results that pose a risk to responders or the public. All participating agencies collect the data in the course of their operations and report it to the EOC. Examples include:

- Water hydrants without water pressure
- Power lines across roads, walkways, or homes
- Broken natural gas lines
- Fires
- Buildings at risk of collapse
- Undermined roads and bridges
- Structural damage at confinement facilities that make them uninhabitable or that pose a serious risk of escape

- Agricultural animals at risk from lack of food and water
- Abandoned pets or other animals wandering loose throughout the area
- Healthcare facilities without electricity, water, sewer, or laundry

#### d. Public Assistance

The Emergency Management Chief is responsible to coordinate state and federal disaster assistance claims. The Clerk of Courts, Grants and Contract Office will provide the support role for assisting in the completion and filing of project work orders and reimbursement requests. All parties will participate in the applicants briefing and kick-off meeting as the county representatives. Federal V is that part of emergency or disaster relief through which the federal government supplements the efforts of state and local governments to return the disaster area to normal conditions, including repair and restoration of public facilities or services which have been damaged or destroyed. Two types of assistance are authorized, emergency and permanent. Emergency work includes efforts to save lives, protect property and maintain operation of essential facilities until permanent restoration can be made. Permanent work involves actions necessary to repair, restore, reconstruct, or replace public and certain private non-profit facilities damaged or destroyed by the disaster.

Project applications for federal public assistance may be approved to fund a variety of projects, including the following:

- Clearance of debris on public or private lands and waters.
- Emergency protective measures for the preservation of life and property.
- Repair or replacement of water control facilities (dikes, levees, irrigation works, drainage facilities).
- Repair or replacement of public utilities.

- Repair or restoration to pre-disaster condition of public facilities including facilities damaged while under construction.
- Repair or restoration of recreational facilities and parks.
- Repair or replacement of private non-profit educational, utility, emergency medical and custodial care facilities, including those for the aged or disabled and facilities on Indian reservations.

For a detailed explanation of funding options, see the <u>Handbook for Applicants</u> (HUD Publication 3300.5 Revised).

#### e. Recovery Operations

Okaloosa County Public Safety will be responsible for coordinating recovery operations, primarily through the EOC. As emergency operations transition into more conventional redevelopment and reconstruction, the agencies charged with the various responsibilities will begin to conduct decentralized operations under the supervision and control of the governing bodies. See also the Annex Section of this document for additional and specific information on recovery operations.

OCPS will coordinate with the proper state and federal agencies to identify and obtain sites for Disaster Recovery Centers (DRC), Points of Distribution, staging of supplies, County Staging Areas, landing zones and Disaster Field Offices. Field Aid Stations may be established according to policies and procedures covered in Tab 8/Health and Medical Unit. Preplanned sites are listed in the Appendix Section of this document, Maps & Master Location List.

The Emergency Management Chief will act as a liaison between state/federal agencies and local government, including notification of eligible applicants about the time and location of applicants' briefings.

The EOC will ensure that public information activities are carried out in order to inform victims of the types of assistance available, locations of DRCs, and schedules. See Tab 14/Public Information for additional information and procedures. Local offices of the Salvation Army, Bridgeway Center, Social Security, Department of Children and Families, Insurance Commissioner, and VOAD should have representatives or referral information in the Disaster Recovery Center (DRC). A DRC should be a "one-stop shop" for disaster assistance. Local offices needed in the DRC will be contacted by ESF 15. This will be done through phone, email and direct fact to face contact. Agencies such as the Insurance Commissioner will be requested through EM Constellation.

Equipment and vehicles needed to support the DRC will be provided by individual agencies and not Okaloosa County. Personnel required to man the DRC will be provided by individual agencies, not Okaloosa County. Past history of events in Okaloosa County has shown that FEMA and the SBA provide the majority of equipment and personnel required to man the DRC. Okaloosa County only performs a support role through the Emergency Operations Center.

Actual recovery begins concurrently with the assessment activities mentioned above. Usually, however, the recovery process begins slowly and in pockets as the more seriously affected zones receive priority of resources for search and rescue and hazard elimination. Two key activities in beginning recovery are building inspection (by government <u>and</u> insurance agencies) and citizen re-entry to impacted areas. Both of these activities must begin as soon as it is relatively safe to do so.

The Tax Collector's Office should set up streamlined procedures to issue business licenses to companies who come to this area to work. External businesses are essential to the recovery process in any disaster. If practical under the circumstances, the Tax Collector's Office should colocate or, at least, coordinate with the Florida Department of Business and Professional Regulation and the Florida Department of Agriculture and Consumer Affairs.

The Planning & Inspection departments of cities and the County Growth Management Department should, if necessary, assign additional staff and set up satellite offices near heavily damaged areas to facilitate inspection and permitting for repairs. Permitting should be carried out in compliance with the community's Post-Disaster Redevelopment Chapter of the Comprehensive Growth Management Plan.

The EOC and Planning & Inspection Agencies will work with insurance companies to facilitate rapid insurance inspection and collaborate on a public education campaign regarding use of unlicensed contractors. Law enforcement should take a proactive stance in checking contractors for the appropriate licenses. Unlicensed contracting is a felony.

Fire Departments and Districts should take a proactive stance for fire and life safety inspections of repair/reconstruction work. Early detection of substandard practices can prevent serious accidents.

Complaints or inquiries about auto or home insurance policies should be referred to the Florida Insurance Commissioner.

If necessary to meet workload, agencies should contract with temporary labor companies or the Private Industry Council to obtain temporary staff. This can also help the recovery process by giving temporary employment to workers whose primary employer was put out of business by the disaster.

The Risk Management Department will be responsible for reconciling insurance coverage with the Clerk of Courts Finance Department and State/Federal Financial Assistance Claims.

# f. Hazard Mitigation Activities

Okaloosa County Emergency Management (OCEM) will coordinate information and preventative activities with County and municipal floodplain managers. OCEM will encourage proactive actions to promote effective floodplain management and citizen engagement. OCEM will support flood plain managers in activities to educate the public about the dangers of flooding. OCEM is responsible for conducting damage assessments in unincorporated areas after any type disaster within Okaloosa County. This will be accomplished utilizing the damage assessment teams located in the Growth Management Department. OCEM will coordinate consolidation of damage assessments from municipal damage assessment teams with county data to identify damaged structures located in special flood hazard areas. In conjunction with flood plain mangers OCEM will promote public awareness of storm surge threats and flood threats within the county. OCEM will ensure the public is informed of pending threat situations using the "Code Red" warning notification system, press releases, and direct interaction with the media. OCEM will ensure communication systems are capable to communicate before and after flood conditions and are available to send warnings for flood plain managers. OCEM will work with Growth Management and municipalities to ensure that all public buildings that serve first response and critical emergency/public needs, including recording/data collection and communication centers infrastructure are located outside of flood zones and flood prone areas.

The Okaloosa County Growth Management Department will be the primary agency for administering the hazard mitigation program, National Flood Insurance Program and Local Mitigation Strategy Committee. Okaloosa County has a State & FEMA approved Local Mitigation Strategy plan which expires in 19 July 2016. The Emergency Management Chief or Emergency Management Coordinator are responsible for coordinating mitigation activities with the LMS working group. The Director of Growth Management will Chair the LMS Committee. Emergency management will attend LMS meetings and assist in prioritizing projects submitted by the county and municipalities.

The Post Disaster Redevelopment Chapter of the Comprehensive Growth Management Plan contains information on specific hazard mitigation procedures and priorities.

Okaloosa County will seek Hazard Mitigation Grants when appropriate to meet priorities for hazard mitigation. The Growth Management Department (Director or designate) has primary responsibility for completing and submitting applications. Potential applicants will be notified when a grant cycle opens by the Florida Department of Community Affairs, or Okaloosa Growth Management, or OCPS. The priorities are:

 Reduce the county's exposure from multiple-loss properties.

- Protection or relocation of Critical Facilities.
- Activities that will enhance ability to quickly respond to needs after a disaster.
- Public education on the benefits of hazard mitigation for private property.

Okaloosa County and the municipalities participate in the National Flood Insurance Program. Current ratings are available through the Growth Management Department.

In those events where a federally coordinated Interagency Hazard Mitigation Team is established, Okaloosa County will actively seek to have input.

OCPS, the Public Works Department, the Water & Sewer Department, and the Growth Management Department will seek to send representatives to meetings or, at least, to review and comment on the team's publications and recommendations.

If Okaloosa County is not notified that such a team has been formed, the Emergency Management Chief will make inquiries of the Florida Division of Emergency Management to determine if a team is contemplated or has formed. The Emergency Management Chief will notify interested parties mentioned above (from county and municipalities) to insure maximum input and participation.

# V. RESPONSIBILITIES FOR EMERGENCY OPERATIONS

# A. BOARD OF COUNTY COMMISSIONERS

# 1. Chairman of the Board of County Commissioners

The Chairman of the Board of County Commissioners will call a meeting of the Board of County Commissioners at the appropriate time to vote on declaration of a formal State of Local Emergency. The Board of County Commissioners has statutory responsibility for emergency management (which includes preparedness, response, recovery and mitigation) in the county.

# 2. County Administrator

The County Administrator authorizes Level 1 activation of the EOC, and determines the time and method of deactivation. The County Administrator acts as a liaison between the political leadership (county commissioners and the ad hoc Policy Group) and the EOC, and communicates policy decisions to the EOC; ensures other county departments support execution of the CEMP. The County Administrator will work within the structure of the National Incident Management System per federal mandate, and assist the Emergency Management Director and/or the Incident Commander in ensuring that all county agencies work under the established NIMS structure

# 3. Department of Public Safety

The Department of Public Safety provides functional operation of Sets up and oversees the EOC. Emergency Management. coordinates planning, response, short-term restoration and recovery operations. Provides emergency medical services to the countv. The Emergency Management Chief functions as the "Emergency Program Manager" under the Federal Staffing Pattern, and assumes the duties of Emergency Management Director as specified in Chapter 252, F.S.S. The Emergency Management Chief is designated as the Emergency Program Manager for purposes of state and federal coordination. The Emergency Management Chief serves as the primary contact for coordinating with state and federal agencies for emergency operations. The Emergency Management Chief has primary responsibility for updating, coordinating, and disseminating changes to this plan.

The Public Safety Department will work within the Okaloosa County NIMS / EOC Interface structure in all duties.

# 4. Public Works Department

The Public Works Department maintains the county road network and storm water drainage in unincorporated areas. Assists the EOC by providing a Public Works ESF coordinator. Field crews provide information on observed damages to assist with the initial damage assessment and preliminary damage assessment. Provides field coordinator for debris management.

The Public Works Department will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate. This position serves in the Operations Section under the Okaloosa County NIMS Structure.

The Public Works Department will Staff the EOC as required on a 24 hour basis to fill ESF 3 Public Works position.

#### 5. Growth Management Department

The Growth Management Department provides building inspection services, initial and preliminary damage assessment, issues building permits, monitors compliance with the Comprehensive Growth Management Plan, and administers the National Flood Insurance Program within the unincorporated areas. Manages the hazard mitigation program and assists with post-disaster damage assessment.

The Growth Management Planning Coordinator serves as the Disaster Housing Coordinator. The Planning Coordinator will act as the Okaloosa County Liaison with the State of Florida and FEMA for interim and long term disaster housing. Initial housing through the use of host and risk shelters will be coordinated by the American Red Cross.

The Growth Management Department will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate.

#### 6. Water and Sewer Department

The Water and Sewer Department maintains the county water and sewer system, operates water treatment plants. Assists the EOC by providing a Public Works ESF coordinator for ESF 12. Field crews provide information on observed damages to assist with the initial damage assessment and preliminary damage assessment.

The Water and Sewer Department will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate.

# 7. Purchasing Department (Procurement Unit Leader, Resource Management Unit Leader)

The Purchasing Department will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate. This position serves as the Procurement Unit Leader under the Administration and Finance Section of the Okaloosa County NIMS Structure. This Unit acquires the resources. This position also serves as lead agency to Resource Support (ESF-7) under the Information and Planning Section. This unit plans for what resources are needed and helps to analyze if needed

resources can be obtained from alternate, more efficient sources. These two units naturally work together.

The Purchasing Department accomplishes emergency leases or purchases in support of operations, and acts as the ESF 7/Resource Support Coordinator in the EOC.

# 8. Corrections Department

The Corrections Department is responsible for the safe incarceration of county prisoners, provides prisoner work details in support of emergency operations, assists with limited transportation assets, provides (when practical) short-term housing for mutual aid responders, allows use of the visitors area for use as a tertiary EOC.

The Corrections Department will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate.

# 9. Human Resources Department

The Human Resources Department provides personnel to assist with Citizen Information phone lines, ensures all new county employees are aware of their responsibility to support emergency operations. Briefs new employees on their responsibilities to report for work during emergencies.

The Human Resources Department will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate.

# 10. Geographic Information Systems

Geographic Information Systems provides maps to assist with damage assessment, operational planning, and mutual aid responders. Supports damage and impact assessment activities by providing GIS database information.

The Geographic Information Systems Department will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate.

# 11. Tourist Development/Visitors' Center

The Tourist Development/Visitors' Center assists the EOC with information regarding tourist occupancy. Provides personnel to assist with the Citizen Information phone lines. Advises the EOC or Department of Public Safety on Tourist-related issues. Provides leadership on beach erosion issues.

The Tourist Development/Visitors' Center will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate.

# 12. Risk Management

Risk Management performs information coordination and mission tracking functions (ESF 5) in the EOC. Provides insurance information in support of financial assistance claims. Prepares the Safety Manual, which includes emergency planning requirements, for departments under the Board of County Commissioners.

The Risk Management Department will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate.

# 13. Airports

Airports will coordinate with Eglin AFB and the airlines to close or open the airport, as necessary. Post notices in the airport when the area is under a hurricane watch or warning. Assist the EOC with aviation-related issues. Secure airport facilities and conduct damage assessment of airports. Prepare and maintain emergency plans in accordance with applicable rules and regulations of the Federal Aviation Administration. Acts as ESF 1/Transportation/Airports in the EOC.

#### 14. Fleet Maintenance

Fleet Maintenance is responsible for all maintenance of countyowned vehicles and for fuel operations. Purchases, stores and supplies of fuel for county vehicles and shelter generators.

The Fleet Maintenance Department will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate. This position serves in the Logistics Section under the Okaloosa County NIMS Structure.

# 15. Sheriff's Office

The Sheriff's Office coordinates law enforcement operations in the county, and, when necessary, requests outside law enforcement assistance to meet emergency needs. Performs traffic management and security functions in support of emergency operations.

The Sheriff's Office will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate. This position serves in the Operations Section under the Okaloosa County NIMS Structure. Depending on the incident, this position may also be required to become involved in Unified Command.

The Sheriff's Office will serve as Incident Commander (IC), if required, as dictated by the type of incident, and staff the EOC as required on a 24 hour basis. Acts as ESF 16 Law Enforcement in the EOC

#### 16. **Property Appraiser**

The Property Appraiser provides information in support of damage assessment.

The Property Appraiser will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate. This position serves in the Operations Section under the Okaloosa County NIMS Structure.

#### 17. Tax Collector

The Tax Collector Provides assistance in the form of issuing business licenses to out-of-town contractors. Assists with damage assessment by providing information on the number of mobile homes in the county.

The Tax Collector will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate.

#### 18. Supervisor of Elections

The Supervisor of Elections sets up polling places when elections are scheduled during disaster recovery periods.

#### **19.** Superintendent of Schools

The Superintendent of Schools provides designated schools as public shelters. Provides school bus and driver assets to support Special Needs evacuation in accordance with Chapter 252, F.S.S. The Superintendent of Schools will work within the structure of the National Incident Management System/ICS per federal mandate. This position serves in the Administration/Finance Section under the Okaloosa County NIMS Structure. Depending on the incident, this position may also be required to become involved in Unified Command. The Superintendent of Schools will provide a staff member to staff the EOC as required on a 24 hour basis.

#### 20. Finance Office, Clerk of Courts

The Finance Office, Clerk of Courts acts as the central repository and tracking agency for emergency costs and financial assistance claims by the Clerk of Courts and Board of County Commissioners. Will act as the central agency for tracking county disaster claims filed with the Federal Emergency Management Agency.

The Finance Department will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate.

#### 21. Health Department

The Health Department coordinates staffing and operation of the Special Needs Units within public shelters, performs as the ESF 8/Health & Medical Unit coordinator in the EOC.

The Health Department will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate.

#### 22. Council on Aging

The Council on Aging provides vehicles and drivers to assist with Special Needs evacuation. Provides care services to client elderly population.

The Council on Aging will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate.

# 23. Cooperative Extension Office

The Cooperative Extension Office provides agricultural damage assessment information to the EOC, informs the EOC of response needs for the agricultural community, assists the community with agricultural and livestock needs, assists the ESF 11/Food and Water Unit coordinator with location of sources for food and water. The Cooperative Extension Office will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate.

#### 24. Civil Air Patrol

The Civil Air Patrol assists with search and rescue, both with air and ground search teams. Assists with damage assessment in north county areas.

The Civil Air Patrol will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate. This position serves in the Operations Section under the Okaloosa County NIMS Structure.

#### 26. The American Red Cross of Northwest Florida

The American Red Cross of Northwest Florida performs as the ESF 6/Red Cross Mass Care Unit coordinator in the EOC, manages shelters, and provides food and drink to emergency workers and victims, assists victims of fire and other catastrophe with immediate housing and personal needs.

The Red Cross will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate. This position serves in the Logistics Section under the Okaloosa County NIMS Structure.

# 27. Salvation Army

The Salvation Army assists the homeless and impoverished, and provides food and drink to emergency workers and victims.

The Salvation Army will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate. This position serves in the Logistics Section under the Okaloosa County NIMS Structure. Performs as ESF 6/Salvation Army.

# 28. Volunteer Organizations Active in Disasters (VOAD)

VOAD Performs as the ESF 15/Volunteers & Donations Unit coordinator in the EOC, locates and assigns volunteer resources to assist disaster victims with a wide range of services to meet immediate needs. VOAD will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate. This position serves in the Logistics Section under the Okaloosa County NIMS Structure.

# 29. Fire Departments/Districts

Fire Departments/Districts are responsible for search & rescue, fire suppression, and hazardous materials operations. Performs initial impact assessment after hurricanes and notifies the EOC of the findings.

Fire Departments and Districts will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate. This position serves in the Operations Section under the Okaloosa County NIMS Structure. Depending on the incident, this position may also be required to become involved in Unified Command. Performs duties as ESF 4-9-10 Fire in the EOC.

Fire Departments and Districts may serve as Incident Commander (IC), if required, as dictated by the type of incident.

#### 30. Municipalities

Municipalities will prepare plans and/or standard operating procedures to implement emergency operations within their jurisdiction. Take prudent and necessary action to protect critical public facilities and to ensure continuity of government services during and after an emergency. Perform damage and impact assessments within their jurisdiction, and relay the information to the EOC. Inform the EOC of recognized or anticipated unmet needs that require outside assistance, and inform the EOC if and when outside assistance is no longer needed. Assigns personnel to serve as ESF 18 Municipalities in the EOC.

The City liaison will assist the County Administrator in the EOC under the Administration/Finance Section as the focal point of coordination with the City, and work within the structure of the National Incident Management System per federal mandate. The City Liaison will ensure City agencies work within the established County NIMS structure to ensure consistent and efficient management of the incident.

# 31. Panhandle Welfare Society (PAWS)

PAWS responds to emergencies involving endangered animals or animals that pose a threat to public safety. Paws serves as the ESF-17 representative in the EOC. They operate on contract to the county and municipalities, and have a limited response capability. Their operations do not supplant the animal owner's responsibilities to care for the animal. Paws will operate the pet shelter located in Laurel Hill, and Northwest Florida State College in Niceville as needed.

PAWS will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate.

#### 32. Medical Examiner

The Medical Examiner is responsible for proper handling of massfatality operations.

The Medical Examiner will work within the structure of the National Incident Management System (NIMS)/ICS per federal mandate.

#### 33. The Public --

The public -- including the business community -- also has responsibilities for emergency planning and operations. Local government must balance capability improvements against the public's desire for a certain level of service and taxation. The public has expressed its will that Okaloosa County maintain a moderately low level of taxes and government growth. Therefore, the public must be willing to bear a portion of the responsibility for its own well being. Among those items for which the public has responsibility are as follows:

- Situation awareness. The public should be aware of, and actively seek information on, the hazards that accompany life in Okaloosa County. This includes frequent checks of radio and television stations for emergency broadcasts during periods of actual or potential hazardous weather, purchase and use of weather alert radios, seeking information about the proximity of hazardous materials storage near their homes, etc.
- Preparedness. Local emergency response forces maintain the minimal essential staff necessary to deal with day-to-day emergencies, and initial response to major incidents. To increase their chances of survival in a disaster, the public

should take actions to prepare themselves. This includes seeking information on how to prepare, taking CPR and CERT classes, preparing their homes for hurricanes, installing smoke detectors, preparing a disaster supplies kit to last at least 96 hours, etc.

- **Reporting.** The public should report emergencies or critical needs to the appropriate agency.
- Proper action. The public has responsibility for following the advisories, instructions, or recommendations made by local government during any emergency. Individuals who fail to follow such advisories in a timely manner assume the responsibility for lack of action. The public must also tend to their individual and family responsibilities, such as, proper maintenance of their dwelling, correct operation of equipment (generators, chain saws, etc.), looking after the needs of family members, and making necessary arrangements for pets and animals.

# VI. TRAINING, EXERCISE, PUBLIC AWARENESS AND EDUCATION

# A. TRAINING

Each municipality, department, and agency is responsible for conducting sufficient training for emergency operations. The Department of Public Safety will notify parties when emergency management training is offered.

The Department of Public Safety will prepare, coordinate, and schedule all-hazards emergency training for all levels of local government as well as volunteer groups as time and funds allow, including training on the operation of various disaster centers, processing of Damage Survey Reports (DSR), the DSR appeal process, and financial reporting. The Department of Public safety will disseminate information on state level training to include date, location, and time of training. This information will be disseminated at the monthly Emergency Management Committee meeting as it becomes available. The Emergency Management Chief has functional responsibility for implementing the training program.

ESF teams will train with the Emergency Management Director at the start of each severe weather season in basic NIMS/ICS principles as well as their basic ESF functions and relationships with other ESFs and EOC, and WEB EOC operations. At a minimum, all emergency lead and support personnel shall be trained to ICS 100, ICS 200, ICS 300, and ICS 700 levels. The training program shall also include:

- Incident management organizations and personnel participating in realistic exercises, including multidisciplinary and multijurisdictional events and private-sector and nongovernmental organization interaction.
- Standard courses on Incident Command and management and incident management structure.
- Standard courses on operational coordination processes and systems.
- Courses focused on *discipline-specific* subject matter expertise.
- Courses focused on *agency-specific* subject matter expertise.

Personnel who have emergency response responsibilities must meet established training requirements as specified in state or federal rules. For example, Police Recruit training, Firefighter Standards, EPA or OSHA-mandated Hazardous Materials Responder training, etc. OCPS will, upon request, provide Level 1 Hazardous Materials Responder classes. Level 2 and higher classes must be coordinated with external agencies. OCPS will provide training on the requirements of state and federal preparedness, response, recovery, and mitigation programs to local agencies. OCPS will offer such training annually, and will coordinate additional training when time and resources allow.

The EOC staff and public safety managers will receive training in the roles and capabilities of volunteer organizations annually. This training will be coordinated with the various organizations that provide volunteer services, i.e., Red Cross, Salvation Army, VOAD, NOSR, etc.

Damage assessment teams will be trained annually. Training will be conducted by the Area 1 Coordinator for the State of Florida. Training will be scheduled by OCPS after coordination with the Area 1 Coordinator. Upon completion of training personnel will be placed in a three person team and have a geographical area assigned.

Mitigation Assessment Teams will be trained as needed or as directed by the Growth Management Director. Team members will be trained as their individual position dictates.

# B. EXERCISE

Each municipality, department, and agency is responsible for conducting periodic exercises for emergency operations. The Department of Public safety will coordinate at least one full-scale and two functional exercises per year. To the extent possible, each agency with responsibilities under this plan will be involved in the exercise program. Agencies will not be listed individually in this section of the plan. Agencies involved in the exercise program are identified in Annex one. They are listed as "Primary, Support, or External Agencies" under each individual ESF tab.

The Department of Public safety will provide assistance to hospitals, public safety agencies, municipalities, and others in setting up exercises when requested in writing to do so by the appropriate official. The Department will participate in external exercises to the maximum extent practical.

An After Action Review shall be conducted within two weeks of the cessation of an emergency operation or exercise to identify improvements needed in training, planning and operations, and resource management. Information will be provided to all participants in an After Action Report. The After Action Report should be consistent with the Homeland Security Exercise Evaluation Program (HSEEP). The County Administrator, or designee, shall follow-up on identified actions to be taken to ensure their completion.

When shortfalls are identified, each agency should determine which areas for corrective action are within the agency's funding or training abilities and take action to correct the shortfalls. Multi-year plans may be necessary for equipment and training issues. If local funding is not available, then the exercise report may serve as additional justification for grant programs.

Plans should be changed to include needed operational changes when practical.

# C. PUBLIC AWARENESS AND EDUCATION

The Department of Public Safety will conduct, or assist others in conducting, public awareness and education. The goal of such activities will be to educate the public in the proper actions to take in a variety of emergencies.

These activities will include: public speaking engagements (including schools), preparation and printing of brochures or handouts, appearing on radio or television programs to provide information and answer call-in questions, and seeking media coverage of educational topics. OCPS will publish information pamphlets to inform the public about all-hazards preparedness and recovery. Information will include data on shelter locations, evacuation zones and routes, shelter-in-place procedures, how to use 9-1-1, etc.

The designated Emergency Alert System (EAS) stations in Okaloosa County are:

- AM 1260
- AM 1210
- FM 99.5
- FM 104.7
- FM 105.5

During declared emergencies, the EAS radio stations will establish a broadcast capability in the ARES work area at the EOC. Press briefings will take place in an available courtroom or the jury assembly room.

The designated Citizen Information Line for emergencies is 651-7583 or 311. During EOC activation, volunteers will staff additional citizen information lines to answer questions from the public. This procedure has been used during Alberto, Erin, Opal, Ivan, Dennis and the communicable disease emergency. Phone numbers for this purpose will be published at the time.

OCPS, Elder Services, and Home Health Care Agencies cooperate to distribute preparedness information to elderly and shut-in population. OCES and some tourist resorts cooperate to provide preparedness information in locations where it will be readily accessible to tourists. Also, OCPS provides handouts to the Visitor's Center.

Additional information on public information may be found in Tab 14/Public Information.

#### VII. AUTHORITIES & REFERENCES

#### A. AUTHORITIES

Public Law 93-288, The Stafford Act

Chapter 252, Section 252.38, Florida Statutes, as amended.

Florida Comprehensive Growth Management Act.

Okaloosa County Resolution 88-22, Adoption of NCP Plan.

Okaloosa County Resolution 89-17, Adoption of HazMat Plan.

Okaloosa County Code, Chapter 8, Art. V, Flood Damage Prevention

Okaloosa County Code, Chapter 9, Emergency Management

Okaloosa County Code, Chapter 10, Fire Prevention

Okaloosa County Code, Chapter 11, Art V, Hazardous Materials Abatement

Okaloosa County Code, Chapter 15, Art III, Emergency 911 Telephone Service

Okaloosa County Code, Chapter 15, Art. IV, Emergency Medical Services

Municipal ordinances.

Post-Disaster Redevelopment Chapter, Okaloosa County Comprehensive Growth Management Plan.

Statewide Mutual Aid Compact.

Florida Fire Chiefs Mutual Aid Plan.

Florida Department of Law Enforcement Mutual Aid Plan.

Okaloosa County Automatic Aid Agreement, Okaloosa County Fire/Rescue Association.

Memorandum of Understanding, Okaloosa County BCC and 6<sup>th</sup> U.S. Army Ranger Training Battalion.

Mutual Aid Agreement, Okaloosa County BCC and 40<sup>th</sup> Flight Test Squadron.

Title 47 U.S.C. 151, 154(I) & (O), 383 ®, 524(G) & 606; and 47 CFR Part 11, FCC Rules & Regulations, Emergency Alert system.

Airport Disaster Standard Operating Procedures.

Okaloosa County, Public Safety Department Standard Operating Procedures

# B. REFERENCES

# 1. Florida Statutes

- Chapter 1, Definitions
- Chapter 7, County Boundaries
- Chapter 14, Title IV, Executive Branch, Governor
- Chapter 22, Emergency Continuity of Government
- Chapter 30, Sheriffs
- Chapter 73, Eminent Domain
- Chapter 74, Proceedings Supplemental to Eminent Domain
- Chapter 125, County Government
- Chapter 154, Public Health Facilities
- Chapter 163, Intergovernmental Programs, Part III, Community Redevelopment
- Chapter 165, Title XII, Municipalities, Formation of Local Governments
- Chapter 166, Municipalities
- Chapter 252, Emergency Management
- Chapter 321, Highway Patrol
- Chapter 381, Title XXIX, Public Health

- Chapter 401, Medical Communications and Transportation
- Chapter 403, Environmental Control
- Chapter 404, Radiation
- Chapter 406, Medical Examiners
- Chapter 409, Title XXX, Social Welfare
- Chapter 427, Transportation Services
- Chapter 768, Good Samaritan Act
- Chapter 870, Affrays, Riots, Routs, and unlawful assemblies

#### 2. Florida Constitution

- Article VIII S. 1, Establishment of County Government
- Article VIII S.2 (b), Municipalities, Powers and Duties

#### 3. Federal Authorities

- Public Law 93-288, Federal Response Plan Authority
- Public Law 103-337, Federal Civil Defense Act, conversion to the Stafford Act
- Public Law 93-234, Flood Disaster Protection Act of 1973
- Public Law 94-499, Superfund Amendments and Re-Authorization Act of 1986
- Public Law 95-510, Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA)
- National Flood Insurance Act of 1968, 42 USC 4001 et seq.
- 44 CFR Parts 59-76, National Flood Insurance Program and related programs.
- Homeland Security Presidential Directive/HSPD-5

# 4. Florida Administrative Codes

- Florida Department of Community Affairs Rules 9G 2, 6, 7, 11, 12, 14, 16, and 17
- Florida Department of Community Affairs Administrative Rules 92 and 5

#### 5. Other

- State of Florida, Governor's Executive Order 80-29, April 14, 1980 Disaster Preparedness
- State of Florida, Governor's Executive Order 92-242, September 1992, Governor's Disaster Planning and Response Review Committee
- Okaloosa County Local Mitigation Strategy
- Okaloosa County Terrorism Annex

Major references used in preparing this plan are listed in the endnotes.

<sup>&</sup>lt;sup>i</sup> Copy maintained in the Emergency Management office, the Florida Department of Community Affairs, and with each city that is a signatory. Okaloosa County municipalities that have joined the Statewide Compact include Crestview, Destin, Ft. Walton Beach, Niceville, Mary Esther, and Valparaiso.

<sup>&</sup>lt;sup>ii</sup> Information extracted from <u>Liability Issues in Emergency Management</u>, Emergency Management Institute Student Manual, a joint publication of the Federal Emergency Management Agency, Environmental Protection Agency, and Department of Transportation, Emmittsburg, MD. 1992.

<sup>&</sup>lt;sup>III</sup> Chapter 252, FSS para. 252.38(3).

<sup>&</sup>lt;sup>w</sup> See also: <u>West Florida Comprehensive Emergency Management Plan for Hazardous</u> <u>Materials</u>, District 1 LEPC, Pensacola, Jun 95.

<sup>&</sup>lt;sup>v</sup> See also: 16<sup>th</sup> Special Operations Wing <u>HF OPLAN 355-94</u>, USAF; and AFDTC <u>Plan</u> <u>32-1</u>, HQ, Air Force Air Armament Center, Eglin AFB

<sup>&</sup>lt;sup>vi</sup> Okaloosa County Annual Report, 1996

<sup>&</sup>lt;sup>vii</sup> See also: <u>Emergency Evacuation from AMTRAK Trains</u>, July 1989, National Railroad Passenger Corporation.

viii <u>State of Florida Hazard Mitigation Plan</u>, Department of Community Affairs, Tallahassee. 1994

<sup>&</sup>lt;sup>ix</sup> See also: <u>State of Florida Fire-Rescue Disaster Response Plan</u>, Florida Fire Chief's Association, 1993

<sup>&</sup>lt;sup>x</sup> Source: National Weather Service records.

<sup>&</sup>lt;sup>xi</sup> <u>Flood Insurance Study</u>, Okaloosa County, Federal Emergency Management Agency, 1985.

<u>Special Flood Hazard Information Report</u>, US Army Corps of Engineers Mobile District, 1971.

<sup>xii</sup> <u>State of Florida Hazard Mitigation Plan</u>, Department of Community Affairs, Tallahassee. 1994

<sup>xiii</sup> <u>State of Florida Hazard Mitigation Plan</u>, Department of Community Affairs, Tallahassee. 1994

<sup>xiv</sup> Population data is based on year 2010 estimates of the population living within the Traffic Analysis Zones (TAZ) that lie either wholly or partly within surge areas. In cases where only a portion of the TAZ was within a surge zone, a population estimate was extrapolated based on the percentage of land area within the surge zone. This is expected to result in a slight overestimate of the surge population. Vehicle data is based on the ratio of population to housing units, and assuming one vehicle per housing unit would evacuate.

<sup>xv</sup> Source: Tourist Development Council

<sup>xvi</sup> 2000 Census of Population and Housing

<sup>xvii</sup> Source: Economic Development Council

<sup>xviii</sup> Source: <u>Flood Plain Information, Choctawhatchee Bay</u>, USACE, Mobile District, 1971. The original study did not contemplate a breach at all, but with the destruction of the dune system, we must now assume a breach at Category 3. This assumption is based on the land elevations, predicted surge heights, and lack of a dune system. <sup>xix</sup> See also: <u>Disaster Assistance: A Guide to Recovery Programs, FEMA 229(4)</u>,

Federal Emergency Management Agency, Washington DC, Nov. 1995.

<sup>xx</sup> <u>Post-Disaster Hazard Mitigation Planning Guidance for State and Local Governments</u>, Federal Emergency Management Agency, 1990.

<sup>xxi</sup> See also: <u>Emergency Alert System (EAS) Procedures for Florida EAS Local</u> <u>Operational Area 1</u>, Local Area 1 Communications Committee, Pensacola, 1997.

<sup>xxii</sup> Drabek, Thomas. <u>Human System Responses to Disaster an Inventory of</u> Sociological Findings, Springer-Verlag, New York. 1986.

<sup>xxiii</sup> <u>Habitability and Human Problems in Shelters</u>, Federal Emergency Management Agency. Washington DC. 1988.

<sup>xxiv</sup> Preliminary data from the Tri-State Hurricane Evacuation Restudy, obtained July 1997

 <sup>xxv</sup> <u>Technical Guidance for Hazards Analysis - Emergency Planning for Extremely</u> <u>Hazardous Substances</u>, joint publication of the Environmental Protection Agency, Federal Emergency Management Agency, & Department of Transportation.
 Washington DC. 1987.

<sup>xxvi</sup> Vogt, Barbara. <u>Evacuation of Institutionalized and Specialized Populations</u>, Oak Ridge National Laboratory, Oak Ridge, TN. 1990.

<sup>xxvii</sup> <u>Transportation Planning Guidelines for the Evacuation of Large Populations</u>, Federal Emergency Management Agency, Washington DC. 1984.

<sup>xxviii</sup> Villanueva, Maria and Donald Pybas, *ed.* <u>Recommendations for Hurricane</u> <u>Preparations and Responses for Boating Communities and Industries</u>. Florida Sea Grant Program, University of Florida. Gainesville. 1994. Federal Response Plan

# ANNEX I

#### **ESF 1 -- TRANSPORTATION UNIT TAB**

- PRIMARY AGENCIES: Okaloosa County Coordinated Transportation Okaloosa County School District
- SUPPORT AGENCIES: Department of Corrections Okaloosa County Sheriff's Office Municipal Police Departments
- **EXTERNAL AGENCIES:** Special Tactics Squadron, Hurlburt Field 6th Ranger Training Battalion, U.S. Army Eglin Regional Hospital 40th Flight Test Squadron, Eglin Air Force Base
- NIMS: The lead agency serves as the Transportation Unit Leader under the Logistics Section. This Unit reports directly to the Logistics Section Chief.

#### I. INTRODUCTION

#### A. PURPOSE

The purpose of this annex is to establish and set forth the procedures for use and coordination of local transportation resources to support emergency operations.

#### B. SCOPE

This tab applies to significant emergencies that may require transportation of material or personnel, including evacuees, to meet contingencies. Such contingencies may arise from any of the significant events described in the basic plan. For example, a river flood would require boats to transport stranded residents to safety, and then vans or busses to take them to a shelter or collection point. A hurricane threat would require special vans for the transportation of handicapped residents who do not have their own transportation.

#### II. AGENCY RESPONSIBILITIES

# A. OKALOOSA COUNTY COORDINATED TRANSPORTATION (OCCT)

The OCCT is an agency under the supervision of the Council on Aging. Its primary purpose is to serve the needs of the transportation disadvantaged, especially among the elderly population. During periods of emergency, the OCCT supports operations by providing vans, busses, and drivers to meet requests by Okaloosa County Public Safety (OCPS). In the past, OCCT has responded to short-notice requests to transport flood victims to shelters, and to transport Special Needs evacuees during hurricane alerts. OCCT will provide one person to act as ESF 1/Transportation Unit Coordinator in the Emergency Operations Center. The OCCT representative will work on a 12-hour shift, sharing the ESF 1/Transportation Unit Coordinator's role with a representative of the School District. Normally, the OCCT representative will work the day shift in the EOC.

# B. OKALOOSA COUNTY SCHOOL DISTRICT

The School District maintains a fleet of busses stationed at yards in the south, central, and north areas of the county. Chapter 252, F.S.S., provides that school districts should assist emergency management operations by providing busses and facilities when necessary for protection of the public. Since most school busses are designed for young people in good physical condition, they are only marginally suitable for evacuation of Special Needs patients. For this reason, school busses are used as a back up to the OCCT inventory. School busses will be used primarily for transporting residents of congregate living facilities if the facility is unable to arrange its own transportation, or for moving large numbers of emergency workers. The School District will provide one person to act as the ESF 1/Transportation Unit Coordinator to the Emergency Operations Center. The School District representative will share the responsibility with an OCCT representative on a 12-hour shift basis.

# C. OKALOOSA COUNTY DEPARTMENT OF CORRECTIONS

The Department of Corrections maintains a small number of 16passenger vans and small busses for transportation of county inmates. Since these assets may be required for moving prisoners and correctional officers during a countywide emergency, they are not suitable for hurricane-related evacuations. They may be used, however, for transportation of mutual aid law enforcement officers. The Corrections Department vehicles are suitable, for short-notice requirements involving evacuations from hazardous materials spills, flooding, or other emergencies requiring the rapid evacuation of a small area. The Corrections Department operates on a 24-hour basis, and is more easily accessed than other agencies at night and on weekends.

# D. PRIVATE AND PRIVATE NON-PROFIT AGENCIES

Some churches and private schools maintain their own van and bus fleets. These are generally difficult to access on short notice. Furthermore, many congregate living facilities have agreements with such agencies to use their vehicles to evacuate residents of the facility. For this reason, OCPS does not include them in the assets to support this plan.

# E. OKALOOSA COUNTY SHERIFF'S OFFICE AND MUNICIPAL POLICE

The Sheriff's Office supports this tab by controlling traffic flow, securing evacuated areas, and assisting, when practical, with the loading and movement of pedestrians.

# F. OKALOOSA COUNTY PUBLIC SAFETY (OCPS)

During low-impact events not declared as a State of Emergency, the OCPS will consult with the Incident Commander to determine the need for evacuation and extent of the evacuation zone. OCPS will then, upon request by the Incident Commander, arrange for transportation assets to meet the needs. During declared emergencies, OCPS determines the size of the evacuation area and, with Board of Commissioners approval, orders or recommends evacuation. In such cases, OCPS will assign transportation missions to the various agencies.

# G. 6<sup>TH</sup> RANGER TRAINING BATTALION, U.S. ARMY CAMP RUDDER

OCPS has a Memorandum of Understanding with the 6th RTB that provides for Ranger support in emergencies. Available support includes zodiac boats with crews and helicopter airlift.

## H. FLIGHT TEST SQUADRON, ELGIN AIR FORCE BASE

OCPS has a Memorandum of Understanding with the Flight Test Squadron to provide helicopter evacuation of medical patients in disaster scenarios.

## I. OTHER EXTERNAL AGENIES

Eglin Regional Hospital has Ambulance Busses suitable for use during mass-casualty incidents. The Special Tactics Squadron at Hurlburt Field has zodiac boats and crews. Both have been used in the past, and it is anticipated that Department of Defense regulations will continue to allow their use when necessary to protect the public from an immediate threat.

## III. SITUATION

## A. DISASTER CONDITIONS

## 1. Floods

Floods may require the use of small boats and high-profile fourwheel drive vehicles to evacuate stranded residents. Vans and busses may be required to evacuate residents from threatened areas. Zodiac boats are especially useful in flooded areas because of their shallow draft.

## 2. Hurricanes

Hurricanes will require the use of vans and busses to transport Special Needs patients to shelters. Busses may be required as an emergency back up when nursing homes or other assistedliving facilities do not meet their transportation obligations. This should be a low-risk situation, since official plans call for sheltering-in-place of such facilities under all but the most extreme conditions. Vans and busses may also be required to transport emergency workers from a base camp to work sites. Helicopters may be needed for damage assessment teams or for evacuating medical patients from geographically isolated areas. Aid stations set up after a storm may generate high numbers of patients with minor injuries that require transport to a medical facility.

## 3. Hazardous Materials Incidents

Hazardous materials incidents may require vans and busses to assist in evacuation of neighborhoods.

#### 4. Freezes or Heat Spells With Power Loss

Freezes or heat spells with power loss may require vans to relocate Special Needs patients to a temporary environmental shelter.

## 5. Urban or Wildland Fires

Urban or wildland fires may require use of vans and busses to transport evacuees or firefighters.

## B. PLANNING ASSUMPTIONS

#### 1. Warning

There may be as little as 12-24 hours warning for floods and hurricanes. Hazardous materials and other technological incidents will occur with no warning. Freezes and heat spells with power loss will occur with no warning.

### 2. Resources

Local resources, when all agencies participate, will usually be enough to support evacuation under current and medium-term population growth estimates, if sufficient warning time is available. Traffic congestion can greatly impair our ability to make pick-ups. It should be noted that transportation is an individual responsibility. The Okaloosa County and ESF 1/Transportation Unit will attempt to provide transportation when individuals or their families do not meet that responsibility. The FY 1996 vehicle resources (with drivers) available for ESF 1/Transportation Unit evacuation or rescue support are:

Agency	Vehicle Type	Amount	Capacity
OCCT	Passenger Van	13	15
	Passenger Bus 3		30
	Wheelchair Bus	9	
	Passenger Van	7	6
	Sedan or Station Wagon	4	
OCPS	Aerostar Van	1	
	Cargo Van	1	
OCSO	Passenger Bus	1	35
	Passenger Bus	1	12
Corrections	Passenger Van	3	16
	Passenger Van	3	6
School District	Passenger Bus	150	65
40 <sup>th</sup> FTS, EAFB	UH-1 Helicopter	1	

### **OKALOOSA COUNTY TRANPORTATION RESOURCES**

Agency	Vehicle Type	Amount	Capacity
6 <sup>th</sup> RTB	UH-1 Medevac Helicopter	1	
	UH-60 Medevac Helicopter	1	
	Type 1 Ambulance	1	
	HMMV Ambulance	2	
	Zodiac Boat With Crew	2	
Elgin Hospital	Ambulance Bus	2	
	Ambulance	10	
Hurlburt Field	Various Helicopter Resources		
STS	Zodiac Boat With Crew 2		
NOSR	Small Boats With Operators		

## 3. Route planning

Okaloosa County has attempted to use pre-established routes for pick-up of Special needs patients in the past, and it has not worked. Residents change their minds at the last minute, making such routes impractical. Experience has shown that the most dependable way to pick-up residents is through a calldown inventory of people who need and want assistance during the alert period, and by announcing call-in numbers for people to use. The OCPS roster of Special Needs patients is updated daily, however this list may not be complete due to agencies not listing patients in a timely manner or updating providing updates to OCPS.

# IV. CONCEPT OF OPERATIONS

# A. GENERAL

During non-declared emergencies, an Incident Commander or OCPS may request transportation assistance from any of the agencies listed above. Costs of fuel and overtime will be billed according to written agreements then in effect or by mutual agreement. When necessary to protect the public, and when cost arrangements have not been previously agreed upon, OCPS Emergency Management may (when it is the requesting agency) agree to reimburse the actual expenses to the supporting agency. Authority for obligating the funds in such emergencies will rest with the Director, the Emergency Manager, or the ESF 7/Resource Unit Coordinator.

During declared emergencies, the Emergency Operations Center, acting through the ESF 1/Transportation Unit Coordinator, will assign transportation missions.

Each agency with responsibilities under this tab is responsible for preparing and maintaining plans and inventories necessary to support emergency operations. The plans will include, as a minimum, procedures for internal notification of personnel, preparedness activities, minimum staffing (24-hour basis if needed) and supply lists, sources and locations of fuel supply, and chain of command/authority. At the onset of a declared emergency, each agency will provide the Emergency Operations Center with the latest inventory of vehicles by type and capacity, and a list of available drivers with contact information.

## B. ORGANIZATION

When the EOC is activated, OCCT and the School District will each provide one representative who will serve as the ESF 1/Transportation Unit Coordinator on a shift-relief basis (12-hour shifts). The on-duty ESF 1/Transportation Unit Coordinator will ensure that agencies provide inventories specified above in a timely manner. The ESF 1/Transportation Unit Coordinator will use that list and the available drivers to meet known and projected transportation needs. If and when available resources are not sufficient to meet known or projected needs, the ESF 1/Transportation Unit Coordinator.

When local fuel sources are insufficient for known or projected requirements, the ESF 1/Transportation Unit Coordinator will inform the ESF 7/Resource Support Unit Coordinator. The ESF 7/Resource Support Unit Coordinator will obtain fuel re-supplies using the most current list of fuel vendors on record with the Okaloosa County Purchasing Department.

The Okaloosa County Fleet Operations Department (ESF 3/Public Works and Engineering Unit) will cooperate to the maximum extent possible to provide fuel to all transportation assets. The ESF 3/Public Works and Engineering Unit will establish procedures for manual operation of county fuel stations. The ESF 3/Public Works and Engineering Unit will ensure that the amount of fuel dispensed during the emergency is tracked to facilitate disaster financial assistance claims. A sign-in procedure will be established for providing fuel to mutual-aid responders to prevent double billing.

## C. NOTIFICATION PROCEDURES

During non-declared emergencies, the requesting public safety agency will make notification using established call rosters. The transportation agency will then make the necessary notifications for drivers, fuel supply, etc. Each transportation agency is responsible for maintaining off-duty notification rosters for its own staff.

The above procedure will be used during declared emergencies, but will make use of the EOC ESF system when the EOC is activated.

OCPS Emergency Management will attempt to keep the ESF 1/Transportation Unit agencies apprised of the developing situation to allow those agencies as much reaction time as possible. If an evacuation is considered, the ESF 1/Transportation Unit agencies will be informed before the decision is made, if possible.

## D. RESPONSE ACTIONS

## 1. Transportation Priorities

The following priorities are established for transportation assets:

## a. Priority 1

- Injured persons.
- Disabled or elderly members of the public who are in imminent danger from fire, flood, or toxic release and who do not have transportation available.

# b. Priority 2

Residents of congregate living facilities who are in imminent danger from fire, flood, or toxic release when the facility has not provided for transportation as required by Florida law

## c. Priority 3

Disabled or elderly members of the public who are in danger from windstorm or are at risk of unsafeconditions due to heat or cold.

### d. Priority 4

Emergency workers who need transport from a staging area to a work site. This includes damage assessment and recovery operations.

## e. Priority 5

Supplies and equipment to support emergency and recovery operations.

## 2. Driver Requirements

When transporting Special Needs evacuees, the transportation agencies should provide a driver and assistant to each vehicle, and establish shift schedules or standby staff to ensure 24-hour coverage. If the transport agency does not have sufficient personnel to provide each driver with an assistant, they should identify this to the ESF 1/Transportation Unit Coordinator in the EOC. The ESF 1/Transportation Unit Coordinator will then coordinate with the ESF 8/Heath and Medical Unit and the ESF 15/Volunteers and Donations Unit to obtain EMS Auxiliary or other volunteers. The assistant will help the driver locate addresses, navigate traffic, and assist passengers.

## 3. Client Call Down

During the alert phase, the Council on Aging/Elder Services will begin calling its client list to determine who requires assistance (refer to the priorities established above). OCPS will provide a list of Special Needs registrants, which OCCT will incorporate into its call roster. If OCCT is unable to recall sufficient employees to make these calls in the given time frame, they will inform the OCPS Emergency Manager, who will locate additional personnel to assist. OCCT will also staff its offices to ensure that citizen call-ins are answered. It is each resident's responsibility to ensure they are registered, that they make their needs known, and that they comply with any special instructions issued by proper authority either by phone, in person, or through the media. OCPS Emergency Management will coordinate with OCCT to publish the proper call-in number for public use.

## 4. Home Health Agencies

Home health agencies will call their clients during the alert phase to determine if any of their residents need transportation assistance. They will attempt to help the individual find transportation (suggest calling a neighbor or relative) but if unsuccessful, will notify OCCT. OCCT and the ESF 1/Transportation Unit will attempt to meet these needs, following the priorities established above.

## 5. Incident Action Plan

The OCCT Transportation Coordinator will develop an Incident Action Plan to pick up those clients who need transportation to a public shelter. If demand exceeds capacity, the OCCT Transportation Coordinator will seek assistance from the School District. If assistance is not forthcoming, the OCCT Transportation Coordinator should contact the Emergency Manager or the ESF 1/Transportation Unit Coordinator on duty in the EOC.

All agencies will provide information to ESF 5/Information and Planning for inclusion in the Incident Action Plan.

## 6. Destinations

The destination shelter will depend on the type of emergency, the amount of warning time, and the traffic. In general, south county residents should go to the Special Needs Shelter at Choctawhatchee High School, while central and north county residents should go to the Special Needs shelter at Crestview High School. This general rule is subject to change either just before, or in the middle of the emergency. All agencies should remain flexible to meet the changing conditions.

# 7. Medical Disasters

Vans and busses may be needed to transport the sick and injured. After a hurricane, for example, it may be necessary to station vans or busses at Field Aid Stations to transport injured persons to medical facilities. The ESF 8/Health and Medical Unit Coordinator, EMS Manager, or Emergency Manager will identify this need to the ESF 1/Transportation Unit Coordinator at the appropriate time.

## 8. Rescue Operations

In the event that off-road vehicles are needed for wilderness rescues, we will have to rely on the OCSO, OCPS, and fire departments for 4-wheel drive utility vehicles. Mutual aid-requests to Eglin, the Army Ranger Camp, and Hurlburt Field can provide supplemental support.

## 9. Post Incident Transportation

Evacuated residents will need transportation back to their homes when their neighborhoods are deemed safe for re-entry. The ESF 1/Transportation Unit Coordinator will coordinate with the ESF 4/Firefighting Unit, the ESF 16/Law Enforcement and Security Unit, and the Director of Public Safety or Emergency Manager to determine when neighborhoods are opened.

## 10. Recovery Operations

The following transportation requirements may arise during the recovery phase.

#### a. Resident tours of damaged areas

This will be coordinated through the EOC after consultation with the Policy Group, the ESF 1/Transportation Unit, the ESF 4/Firefighting Unit, the ESF 8/Health and Medical Unit, the ESF 9/Search and Rescue Unit and the ESF 16/Law Enforcement and Security Unit. Each ESF Coordinator is responsible for coordinating schedules and requirements with their municipal counterparts whenever the operation impacts a municipality. The School District or OCCT busses will be the primary means of transportation.

# b. Transportation of Rapid Impact Assessment Teams (RIAT)

If the RIAT does not bring its own transportation, the ESF 1/Transportation Unit will coordinate the necessary vehicles and drivers for this purpose. Passenger vans and 4wheel drive vehicles are best suited for this activity. Sources of such vehicles are OCCT, the Sheriff's Office, Okaloosa County Corrections Department, and the ESF 13/Military Support Unit.

## c. Transportation of Mitigation Assessment Teams

The ESF 1/Transportation Unit will coordinate the necessary vehicles and drivers for this purpose. Passenger vans and 4-wheel drive vehicles are best suited for this activity. Sources of such vehicles are OCCT, the Sheriff's Office, Okaloosa County Corrections Department, and the ESF 13/Military Support Unit.

#### d. Disaster Recovery Centers (DRC)

The ESF 1/Transportation Unit will coordinate the necessary vehicles and drivers for this purpose. Sources of such vehicles are OCCT, the Sheriff's Office, Okaloosa County Corrections Department, and the ESF 13/Military Support Unit.

### e. Transportation of Emergency Workers

Vans or busses are best suited for this activity. It may be necessary to establish regular schedules and routes to transport mutual aid labor from hotels or temporary encampments to various work sites. The ESF 1/Transportation Unit will coordinate such activities with the other ESFs in the EOC and task the appropriate agencies to support the operation.

### 11. Traffic Control

Law enforcement agencies will enforce and control the traffic plan as disseminated by the ESF 16/Law Enforcement and Security Unit Coordinator or Sheriff's Office.

Whenever possible, law enforcement traffic control officers will provide the maximum flexibility in routing for OCCT, School District, and other ESF 1/Transportation Unit vehicles. These vehicles will be identifiable by their organization's logo and paint scheme.

Wrong-way or one-way traffic flow will be conducted according to the basic plan and the Sheriff's Office standard operating procedures.

## 12. Staging.

The School District will stage their vehicles and drivers at existing maintenance facilities in the north, central, and south portions of the county during the alert and evacuation phases. When evacuation is completed or halted, the School District will stage their vehicles in accordance with their plans for asset protection, as necessary. During the recovery process, the School District will stage vehicles as necessary to meet the needs of transporting emergency workers from collection points to work sites.

OCCT will stage vehicles at its normal parking areas during the awareness and alert phases. When the evacuation phase is complete, OCCT will stage their vehicles in accordance with their existing plans for asset protection. After the danger has passed, OCCT will again make their vehicles available for transporting evacuees back to their residence or to temporary living areas, as necessary.

## V. REFERENCES AND AUTHORITIES

Chapter 252, Florida State Statutes

State of Florida Comprehensive Emergency Management Plan

TRANSPORTATION (ESF 1) COORDINATOR DESCRIPTION OF DUTIES

EOC GROUP: LOGISTICS

# MAJOR RESPONSIBILITIES OF THE ESF 1/TRANSPORTATION UNIT COORDINATOR

The ESF 1/Transportation Unit Coordinator's responsibilities are operational and administrative in nature. The ESF 1/Transportation Unit Coordinator will process requests for transportation assets for a variety of missions, including evacuation of persons with special needs, transportation of disaster relief supplies and emergency workers.

The ESF 1/Transportation Unit Coordinator will attempt to meet transportation needs with available assets (see Tab 1 for agencies with transport assets). If the mission can't be accomplished with available resources, the ESF 1/Transportation Unit Coordinator will inform the ESF 5 Coordinator. The ESF 1/Transportation Unit Coordinator may coordinate with the ESF 13-Military Support Coordinator (if one is present) or the State Liaison to acquire additional resources. If necessary, the ESF 1/Transportation Unit Coordinator for contract services.

#### ACTIONS OF THE ESF 1/TRANSPORTATION UNIT COORDINATOR

Report to the EOC when notified. Bring personal equipment and supplies to support 96 hours of operation.

Sign in on the EOC ESF Chart on the EOC wall.

Maintain a journal of all events.

Familiarize with the ESF 1/Transportation Unit Tab and other documents as necessary.

Update vehicle resource listing in the Tab by contacting the relevant agencies to determine if there have been any additions or deletions.

Obtain a briefing of the situation.

Maintain and update the appropriate status boards in the EOC.

Maintain close contact with OCCT to determine if there are any expected problems in picking up persons with special needs. If there are anticipated shortfalls in vehicle/driver assets, coordinate with the School District to obtain additional resources.

Immediately notify the ESF 5 Coordinator or Emergency Manager of any critical problems.

Coordinate with other ESFs in the EOC as necessary for operations or re-supply. For example, coordinate with ESF 11—Food & Water to obtain meals for drivers. See the diagram on next page for a sample of staff action.

Provide updates of the situation to transportation agencies in the field.

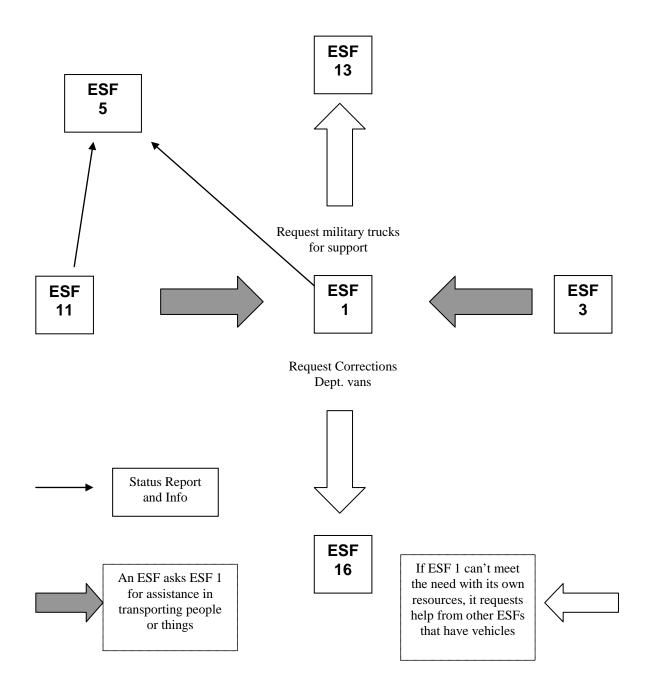
Continually update the status transportation agencies. Notify ESF 5 of significant changes.

Track mission requests. Notify ESF 5 of missions received and completed.

Take notes of lessons learned for the after-action report.

Thoroughly brief your shift relief.

When EOC is deactivated, turn over staff journals and message files to the Emergency Manager. TYPICAL STAFF ACTION IN EOC



## **ESF 2 -- COMMUNICATIONS UNIT TAB**

- PRIMARY AGENCY: Department of Public Safety/911
- **SUPPORT AGENCIES:** Amateur Radio Emergency Service
- PRIVATE AGENCIES: Century Link WKSM-FM (EAS LP-2 Station) Bakers Communications Harris Corporation Williams Communications
- NIMS: The lead agency serves as the Communications Unit Leader, and reports directly to the Logistics Section Chief under the Okaloosa County NIMS/EOC integrated incident management structure.

### I. INTRODUCTION

## A. PURPOSE

The ESF 2/Communications Unit coordinates and performs communications services in support of significant emergencies. While these services relate primarily to public safety and utility operations, they also relate to communication links between the EOC and media.

## B. SCOPE

Each agency has its own communications infrastructure. Agencies own, lease, or borrow space on communications towers, and maintain their own repeaters for radio communications. An exception to this is the Department of Public Safety which has set up a Command & Coordination net using SLERS and VHF Radios for emergency responders, and an Amateur radio network operated by staff and volunteers. This plan will set forth a basic description of the communications systems now in use, set forth communications procedures for interagency coordination during significant emergencies, and describe back-up systems.

### II. AGENCY RESPONSIBILITIES

All incident communications will follow common NIMS terminology to ensure consistent and efficient communications among multiple levels of government and agencies.

## A. PUBLIC SAFETY AGENCIES, UTILITIES, MUNICIPALITIES AND PUBLIC WORKS

Each agency is responsible for maintaining its own communications -both primary and alternate. Each agency establishes its own procedures for radio discipline and message format.

## B. OKALOOSA COUNTY DEPARTMENT OF PUBLIC SAFETY (OCPS)

OCPS serves as Communications Unit Leader. The ESF-2 lead representative reports directly to the Operations Section Chief under the Okaloosa County NIMS/EOC integrated incident management structure.

OCPS main dispatch location is the Emergency Communications Center (ECC), which is located within the Emergency Operations Center building in Niceville. The ECC houses the OCPS dispatch and Okaloosa County Sheriff's Office (OCSO) dispatch functions in a colocated manner, as well as functioning as the Primary Public Safety Answering Point (PSAP).

OCPS will develop and disseminate an overall Incident Communications Plan daily (or more often as warranted) which indicates radio frequencies to use (VHF, UHF, SLERS, etc.), the most efficient means of communications, and communications issues identified during the incident. This shall be coordinated with the Planning Section under NIMS, and Supervise the Incident Communications Center.

OCPS will distribute communications as available and as warranted to emergency personnel, and work with the Regional Domestic Security Task Force and the Division of Forestry to identify and obtain solutions for interoperable communications issues. OCPS ECC has a Florida Interoperability Network (FIN) system, which allows for unlike radio systems to be patched together for interoperability. OCPS ECC communications section will be the lead system for daily radio operations and communications. The RDSTF has mobile interoperable radio system in the region, Emergency Deployable Interoperable Communications System (EDICS) and Emergency Deployable Wide Area Remote Data System (EDWARDS), which can link up radios for multiple agencies to communicate on the same radio frequencies. The Florida Division of Forestry and the Ocean City-Wright Fire Control Districts have radio caches to be utilized for incidents. OCPS Emergency Management has a mobile command trailer with SLERS, VHF, UHF emergency responder frequencies and HF, UHF, VHF amateur radios as well as satellite communications.

OCPS ECC maintains communications for EM, EMS and Fire Dispatch, a Warning Net, the 9-1-1 system, and the state Satellite communications system. OCPS ECC is the County 24-hour warning point. During a significant emergency, OCPS ECC and EM can provide communications support to other agencies for multi-agency coordination. When the EOC is activated, OCPS EM notifies the Amateur Radio Emergency Service to set up the amateur radio cell within the EOC.

## C. AMATEUR RADIO EMERGENCY SERVICES (ARES)

ARES is a group of volunteers who own and operate HAM equipment. They operate this equipment at home, in the field, or at the EOC. OCPS has HAM equipment for their use in the EOC (primary and alternate), but the ARES volunteers purchase their personal equipment from private funds. When tasked, ARES sets up a network to collect emergency information from other parts of the county or region, establishes a radio link between the EOC and shelters, and relays information to the State EOC. They have both voice and data capability. ARES also operates the Okaloosa Skywarn net.

# D. EMERGENCY ALERT SYSTEM

The local relay station is WKSM FM 99.5 radio station. The same company owns FM 105.5, AM 1260, AM 1050 and FM 104.7. They provide emergency information to the public. During an emergency, OCPS provides information to these stations. When the EOC is activated, the stations broadcast directly from the EOC. Broadcast stations are responsible for maintaining their own emergency power.

## E. SKYWARN

This is a cooperative effort between the National Weather Service and amateur radio operators. Networks of spotters use HAM radio equipment to relay important information on current conditions to the National Weather Service.

# F. CIVIL AIR PATROL (CAP)

When necessary, the CAP can assist with air/ground communications support, and also assists with radio communications between north county shelters and the EOC.

#### III. SITUATION

### A. DISASTER CONDITIONS

Disaster conditions require public information and warning via the media. Public safety and emergency agencies will need communications to coordinate their efforts.

### B. PLANNING ASSUMPTIONS

### 1. Warning

There may be as little as 12-24 hours warning for floods and hurricanes. Hazardous materials, aircraft, train, and other incidents provide no warning.

### 2. Resources

Most agencies do not maintain back-up communications equipment (extra repeaters, antennas, etc.) in storage due to the cost and limited space. Nearly all government agencies depend on private companies for quick re-supply and repair in order to maintain communications. Most agencies have alternate frequencies that can be used if primary frequencies become unusable. Primary and backup communications systems are listed below by function.

## IV. CONCEPT OF OPERATIONS

## A. GENERAL

If the EOC is activated, it will act as a coordination point to restore communications. It may be necessary to share frequencies, divert equipment to high-priority communications systems, or to request mutual aid communications assistance.

OCPS maintains a VHF Warning Net that may be used as a multiagency coordination frequency or as a back-up Fire and EMS Dispatch frequency during a disaster.

Pre-staged communications assets will be tested and assembled during the Decision Phase of a hurricane emergency, and deployed during the Deployment Stage. ARES will test their radios at the EOC and shelters, Red Cross will test their radios, and Emergency Management has a cache of 30 emergencycell phones provided by Verizon. Communications networks and equipment will be tested and exercised as follows:

- Warning Net: Tested weekly
- SATCOM (fixed site): Tested daily
- SATCOM (mobile): Tested Monthly
- Dispatch frequencies: Tested daily during active use
- Shelter radios: Tested annually

## B. SYSTEM EXERCISES

To the maximum extent possible, each field exercise will utilize as many different aspects of the emergency communications network as possible. Additionally, OCPS will conduct a 100-percent unannounced recall of personnel at least annually to test pagers, accuracy of phone numbers, etc.

# C. ORGANIZATION

## 1. Fire Communications

There are four fire service dispatch operations (both operating on the VHF radio band), as shown below.

## a. Okaloosa Fire Dispatch

Central Fire Dispatch dispatches for Destin, Okaloosa Island, Ft. Walton Beach, Mary Esther, Florosa, Ocean City/Wright, North Bay, Niceville, East Niceville, Valparaiso, Baker, Blackman, Dorcas and North Okaloosa, Holt, Almarante, and Laurel Hill fire departments/districts.

## b. Crestview Fire Dispatch

Crestview Fire Dispatch dispatches fire for the City of Crestview.

## c. Eglin AFB Fire Dispatch

Eglin AFB Fire Dispatch dispatches fire response for Eglin AFB and Eglin ranges.

## f. Hurlburt Field Fire Dispatch

Hurlburt Field Fire Dispatch dispatches fire response for Hurlburt Field.

### 2. Police Communications

Most police agencies have their own dispatch operation. They operate on the UHF radio band. The following Police dispatch centers exist in Okaloosa County:

### a. Okaloosa County Sheriff's Office (OCSO)

OCSO dispatches for the Sheriff's Office, Town of Shalimar, and City of Mary Esther.

#### b. Ft. Walton Beach Police

The Ft. Walton Beach Police Department dispatches for the City of Fort Walton Beach.

#### c. Niceville Police

The Niceville Police Department dispatches for the City of Niceville.

#### d. Valparaiso Police

The Valparaiso Police Department dispatches for City of Valparaiso.

#### e. Crestview Police

The Crestview Police Department dispatches for City of Crestview.

#### f. Hurlburt and Eglin Security Police

Each of these two entities has its own dispatch for law enforcement operations.

#### 3. Emergency Medical Services

OCPS ECC dispatches EMS countywide. Radio communications is via the SLERS talkgroups maintained by the state system, receives their alerting via the VHF Paging Net, and utilizes VHF as backup. Eglin AFB dispatches its ambulances from the hospital, while Hurlburt dispatches from the Clinic. OCPS also responds to medical incidents and disasters on the bases upon request.

### 4. Public Works and Utilities

Each agency maintains and is responsible for their own communications net.

### 5. Enhanced 911 Plus

OCPS, in cooperation with Century Link, maintains the Enhanced 911 emergency telephone system. OCPS maintains the 911 customer telephone record database in the ECC. The primary answering points are located at the ECC, the two Crestview locations (PD & FD) and Eglin Fire Dispatch.

## C. NOTIFICATION PROCEDURES

Each agency maintains its own notification roster for personnel call-up and communications repair services. Most repair services locally will come from Baker's Communications (Midland VHF equipment), Williams Communications (Harris Corporation SLERS equipment) or Ft. Walton Communications (Motorola).

OCPS EM notifies public safety, public works, and utility agencies of impending emergencies via code red emergency notification system, landline telephone (voice or fax), and cellular telephone.

The public receives its information primarily from local media. OCPS has a 311 line that is activated during disasters and has live operators.

The OCPS ECC EM Net will be tested on a weekly basis. The ARES emergency net will be set up and tested once a year. The satellite communications system is tested daily.

#### D. RESPONSE ACTIONS

#### 1. Routine Operations

During routine operations, each agency uses its primary or alternate communications system. Agencies may access another agency's frequency by calling the dispatch center on the radio and asking clearance to broadcast. This is done on a very limited basis, and only when necessary to quickly coordinate response actions between agencies or units.

## 2. Significant Events

Communications are conducted as above. In addition, OCPS EM can respond with communications assets to give the Incident Commander access to additional frequencies and radios to facilitate communications with public safety, public works, and utility agencies via cellular (voice and fax), VHF, UHF, and SLERS If necessary, citizens can access 3-1-1 to get information for an ongoing situation. The EOC has dedicated phones lines for this purpose.

### 3. Disasters

When the EOC is activated, phone calls into the 3-1-1 system will be answered by county employees on dedicated phones. Phone lines are established for each ESF in the EOC and communications area, as well as the Fire Service Command Post. ARES sets up its HAM radio network, and OCPS EM communications operates the state satellite communications system and the OCPS ECC maintains communications via their dedicated talkgroups and frequencies. NOSR and Civil Air Patrol operate radios in north county shelters and mass care facilities; ARES operates radios at south county facilities.

## V. RESOURCE REQUIREMENTS

## A. SHELTERS & MASS CARE SITES

Each of the school-based public shelters has a VHF/UHF (ARES) radio operating on the county ARES net linked to the EOC. The shelters also have a handheld SLERS radio.

#### B. DISPATCH CENTERS

Each public safety agency has its own radio dispatch terminal. In addition, a public safety agency can access the OCPS EM communications trailer to provide a quick back-up dispatch capability in the event a primary dispatch center is rendered unusable. The E911 system also has portable 911 positions that can be utilized in the OCPS EM trailer as long as connectivity to the County network is available.

## C. EMERGENCY OPERATIONS CENTER

The primary EOC is at the 90 College Blvd E, Niceville FI. The OCPS and OCSO communications centers are located in the EOC. The 911 routing computer is also located here. During a disaster, dedicated phone lines for each ESF and operating cell are activated in the EOC. ARES radios are permanently mounted in the EOC ARES Com room. A crank-up antenna tower at the EOC provides a quick method of reestablishing Ham and OCPS radios should the primary roof mounted system fail. The repeaters for OCPS, OCSO, Marine Patrol, FHP, and ARES are maintained in an OCPS radio room, and are all on generator power. OCPS maintains a 180 foot monopole tower, a 80 foot crank-up tower, and a roof-mounted antenna cage. The primary means of communication with the State EOC is landline telephone; backups include fixed site SATCOM, mobile SATCOM, Cellular telephone, SLERS Radio, HAM Net, and High Frequency Emergency Management band.

# D DISASTER APPLICATION CENTERS, STAGING AREAS, FEEDING CENTERS, ETC.

The primary communications for DACs will be via landline telephone established by FEMA and Florida State DEM. If telephone service is interrupted, the back up will be via cellular. Alternatively, upon request the OCPS EM has a mobile command post with 4 sat phones and all Public Safety VHF/UHF and SLERS radios that may be sued in disaster areas. OCPS has primary responsibility to provide communications to these areas, when necessary.

# E. CELLULAR BACK UP

OCPS has 30 Emergency Cell phones provided by Verizon for use only during an emergency. These phones will be used for back-up communications between OCPS dispatch and ambulances, and between the EOC and Public Works, Red Cross, and Salvation Army field teams as needed.

# F. 24 HOUR STAFFING

Public safety dispatch centers, Gulf Power, and Choctawhatchee Electric Cooperative maintain 24 hour dispatch staffs. Other public works agencies maintain 24-hour contact through the municipal police or by publishing a contact number for the public. During EOC activation, ARES, and other agencies set up a roster of personnel who will work the necessary shifts in order to maintain 24-hour staff.

# G. REPAIR AND RESTORATION

Priorities for repair and restoration of emergency communications are as follows:

- 1. Okaloosa Sheriff's Office (municipal police can use this channel if their own is inoperative)
- 2. Fire Service VHF (Okaloosa EMS can use fire VHF frequency if their own frequency is inoperative).
- 3. Municipal Police
- 4. Okaloosa EMS
- 5. Public Works and Utilities.

AGENCY	CHANNEL	Tx FREQ	Rx FREQ	800 MHz C&C
Baker VFD	Primary	154.145	154.145	Yes
Baptist Hospital	Emerg. Room	468.1750	463.1750	
Fire Dispatch	Primary	154.860 South	158.940 South	Yes
-		154.725 North	153.785 North	
Crestview PD	Primary	465.375	460.375	Yes
Crestview Fire	Primary	154.325	154.325	Yes
Dorcas VFD	Primary	154.235	154.235	Yes
E-Channel	Mutual Aid	465.275	460.275	No
Eglin Hospital	Emerg. Room	468.050	463.050	
FWB PD	Primary	465.075	460.075	Yes
Niceville PD	Primary	465.325	460.325	No
OCPS Med 8	Tactical	468.175	463.175	
OCPS Med 9	Dispatch	467.950	462.950	Yes
OCPS Warning	Alerting	152.0075 South	n/a South	
Net		157.450 North	n/a North	
OCSO North	Primary	465.300	460.300	
OCSO South	Primary	465.475	460.475	Yes
Valparaiso PD	Primary	465.4250	460.4250	No

#### **COMMUNICATIONS CHANNELS**

## VI. TRAINING

All agencies involved with the ESF 2/Communications Unit will attend training on NIMS/ICS components to understand the NIMS, its purpose, and how ESF-2/Communications Unit fits into the overall structure.

## VII. REFERENCES

Florida EMS Communications Plan

Florida 911 Communications Plan

Emergency Alert System (EAS) Procedures for Florida EAS Local Operational Area 1

Emergency Communications Plan for Okaloosa County, ARES

#### **ESF 3 -- PUBLIC WORKS & ENGINEERING UNIT Tab**

PRIMARY AGENCIES:	Department of Public Works Municipal Public Works Departments	
SUPPORT AGENCIES:	Okaloosa County Growth Management Department Okaloosa Gas District Department of Water & Sewer Fleet Maintenance	
PRIVATE AGENCIES:	Gulf Power Choctawhatchee Electric Cooperative Private Water Systems	
NIMS:	The lead agency for this Unit serves as the Public Works Section Leader. This Unit will answer to the Operations Section Chief.	

#### I. INTRODUCTION

#### A. PURPOSE

To set forth the procedures and guidelines for public works and engineering resources in support of lifesaving, or protection of life and valuable property, during and following a disaster or significant emergency.

#### B. SCOPE

This tab applies to public works and engineering operations in support of emergency operations, debris removal, and hazard mitigation.

#### II. POLICIES

Each public works agency in the county, public and private, county and municipal, should prepare plans and standard operating procedures for emergency operations. These plans should cover such items as recall of personnel, staging and protection of equipment, financial record keeping, assimilation of mutual aid forces, providing mutual aid to other agencies, etc.

It is the policy of Okaloosa County NOT to perform work on private property unless it is necessary to eliminate an immediate and specific threat to life, to permit an ongoing rescue operation to continue, or to mitigate an environmental threat to other life or property. When necessary, a request for such work will be made to the Okaloosa County Department of Public Works by either the Director of Public Safety or the Emergency Manager. If the Director of Public Works does not concur that the request is within the above guidelines, the issue should be referred to the County Administrator for decision. In the case of environmental threats, the county will take action only when the owner is unwilling or unable to act in a timely manner and the Florida Department of Environmental Protection has determined that the county should take immediate action to prevent further irreparable damage to the environment. When time allows, the appropriate agency will seek an order from the appropriate court before taking action. The property owner or spiller is responsible for the costs of any cleanup action in accordance with Federal and State Statutes.

Public works agencies will support emergency service agencies when necessary to eliminate threats to the public safety.

### III. SITUATION

## A. DISASTER CONDITIONS

#### 1. Hurricanes

Hurricanes may result in structural damage to public and private buildings, thus producing large quantities of construction and demolition debris. Trees, building debris, power poles, etc. may block primary and secondary roads. Storm surge or rain ponding may undermine roadways, deposit heavy debris on roads, etc. Water and sewer lines may be cut or infiltrated with sand. Wells may become contaminated by flooding. Heavy equipment may be needed for rescue or to eliminate an immediate hazard (such as a wall about to collapse on a public right of way).

#### 2. Tornadoes and Other Severe Weather

Tornadoes and other severe weather may result in trees and poles blocking roads, construction and demolition debris, etc. Heavy equipment may be needed for rescue or to eliminate an immediate hazard (such as a wall about to collapse on a public right of way).

#### 3. Floods

Floods may undermine roadways or bridges, contaminate water wells, and block roads with soil deposits or debris.

#### 4. Fires

Fires may require heavy equipment support to eliminate hazards to rescuers or the public or to clear land areas as a protective measure.

## 5. Train or Aircraft Accidents

Train or aircraft accidents may require heavy equipment support to affect rescue or protect rescuers and the public.

#### 6. Terrorist Action

Terrorist action may require heavy equipment to move debris for rescue.

### B. PLANNING ASSUMPTIONS

For planning purposes, the following assumptions have been made:

- In the aftermath of a major or catastrophic hurricane, it will take at least 96 hours for outside support to arrive in meaningful numbers.
- Military heavy equipment will not be available. We must assume that military equipment will be necessary to perform critical military missions, or that the operators of such equipment were evacuated.

## IV. CONCEPT OF OPERATIONS

## A. GENERAL

Each municipality is responsible for conducting public works and engineering operations within their boundaries or contracted areas. Okaloosa County is responsible for operation in the unincorporated or contracted areas. Each political subdivision that is a signatory to the Statewide Mutual Aid Compact may request mutual aid from one another in times of emergency. Municipalities that have not signed the Statewide Mutual Aid Agreement must first obtain approval from the Chairman of the Board of County Commissioners and agree, in writing, to reimburse the County for all associated expenses.

Requests for mutual aid must be made through the Administration/Finance Unit in the County Emergency Operations Center (EOC) when the EOC is activated. During periods when the EOC is not activated, mutual aid requests may be made directly to the entity who will provide the support, or to Okaloosa County Public Safety (OCPS).

#### B. ORGANIZATION

Public works agencies are listed in the Basic Plan, Section IV.B.1.c. (Concept of Operations, Organization for Emergency Operations). Each public works and engineering agency maintains an inventory of personnel and equipment. Since such inventories change frequently and are quite long, it is not practical to reproduce them here. Each agency, however, should maintain a list that is updated at least annually and provide the list when necessary to support emergency operations.

## C. NOTIFICATION PROCEDURES

OCPS will notify the Okaloosa County Department of Public Works and Okaloosa County Water & Sewer Department of an impending emergency or emergency in progress when possible. Those departments will make subsequent notifications to its personnel, contractors, or other of its support agencies.

OCPS will notify the Fire Chief, Police Chief, or City Manager of municipalities of an impending emergency or emergency in progress when deemed necessary. Each municipality should have procedures in place for making subsequent notification to its personnel and to those public works agencies, public or private, which service areas within the municipality.

**O**CPS notification may be by Code Red System, facsimile, voice telephone, or voice radio.

## D. RESPONSE ACTIONS

## 1. Alert Phase.

When notified of an impending emergency situation, each public works agency will notify its personnel and begin procedures necessary to meet the situation.

If an evacuation is possible, public works agencies will evaluate each route for situations that would reduce capacity, such as construction projects. Whenever possible, these constrictions should be removed before the evacuation begins. If the constrictions are the result of work being done by a contractor or State Department of Transportation, the public works agency should coordinate with the appropriate agency to remove the obstacles.

Public works agencies should coordinate with law enforcement to determine the staging points for heavy equipment in an evacuation, to ensure lanes are kept clear for movement of equipment, and to properly time traffic lights. When the EOC is activated, the Okaloosa County Department of Public Works provides personnel for ESF 3 Public Works and the Water & Sewer Department will provide personnel to function as ESF 12 Utilities Unit Coordinators. Sufficient staff will be assigned this duty so as to allow 24-hour operations.

If possible, heavy equipment should be positioned in staging areas before the evacuation begins. County departments usually stage equipment in their north and south county operating bases. Operators should be sheltered near the equipment to allow quick response after the event. Ensure that sufficient staff and operators are readily available to support 24-hour operations during the final preparation and response phases.

Coordinate with contractors to preposition heavy equipment and skilled personnel so they can resume operations quickly.

## 2. Evacuation Phase

Public works agencies will support law enforcement in maintaining the flow of traffic. This includes such operations as towing or pushing obstructing vehicles out of the way, placing road barriers where necessary to control traffic flow or restrict entry to an area, and regulating traffic lights to improve outbound flow.

## 3. Response Phase.

After the event, public works forces will operate in support of emergency operations to protect life and to allow passage of emergency equipment. The following priorities for action will be in effect:

## a. Priority 1

Heavy equipment support of search & rescue operations. Restoration of operations at critical facilities (such as water treatment facilities, electric power stations, water lines to fire hydrants, etc.).

## b. Priority 2

Clearance and repair sufficient to allow two-way truck traffic on Hwy 85 from I-10 to Hwy 98 and to Hwy 90, Hwy 90 to Bob Sikes Airport; Hwy 98 between the east and west county boundaries, Hwy 20 from Hwy 85 to the Mid-Bay Bridge Connector, and the Mid-Bay Bridge Connector and the Mid Bay Bridge.

#### c. Priority 3

Clearance and repair of major feeder roads to support emergency operations (see Basic Plan for list).

#### d. Priority 4

Shoring of public buildings to prevent further collapse (if the collapse is a direct threat to safety, it would fall under support of search & rescue).

### e. Priority 5

Clearance and repair of secondary roads and continued repair or clearance of major roads sufficient to allow traffic movement. Traffic light replacement and repair. Operations to support re-entry to the area by evacuees.

### f. Priority 6

Removing debris brushed aside during previous operations.

The ESF 3/Public Works and Engineering Unit Coordinator in the EOC will ensure that the above priorities for action are carried out. Close coordination with Fire/Rescue, Law Enforcement, ESF 5/Information and Planning, and municipal public works agencies is necessary.

When public works crews disperse through the impacted area, they should report damage information to their command posts, which in turn report it to the ESF 3/Public Works and Engineering Unit Coordinator in the EOC. The ESF 3/Public Works and Engineering Unit Coordinator will use this information to determine priorities for action and to determine the need for external mutual aid. The ESF 3/Public Works and Engineering Unit Coordinator should report all observed damage information to the ESF 5/Information and Planning Coordinator.

When necessary for public safety, public works agencies should assist emergency operations in shoring or demolition of structures. See policies under section II. above. When necessary to shore up buildings to prevent collapse, all prudent safety measures should be followed and a qualified building official should supervise the work.

Local government public works agencies may remove debris from private property only if it is necessary to support an ongoing search & rescue operation or to eliminate an immediate risk to life. A signed waiver should be obtained from the property owner (blanks kept on file by OCPS). See policies under section II. above.

Water and Sewer or water service providers will inspect facilities to ensure proper functioning and the maintenance of public health. During power outages, it is likely that sewer lift stations will not function. It would therefore be necessary to use portable generators to pump down stations in turn. Water wells may become contaminated, so it will be necessary to cooperate with the ESF 8/Health and Medical Unit Coordinator to ensure proper testing is performed. No public statements about the potability of drinking supplies should be made by any agency until cleared by the ESF 8/Health and Medical Unit Coordinator.

### 4. Mutual Aid.

Public works mutual aid is included in the Statewide Mutual Aid Agreement.

Request for mutual aid will be processed through the County EOC. The ESF 3/Public Works and Engineering Unit Coordinator should first determine that the support is not available in sufficient quantity within the county or from contractors. : Additional public works resources may be requested through the Okaloosa County EOC Administration/Finance Section, who will analyze, prioritize, and process the request

During a large scale emergency or disaster, and **only if** all local resources have been depleted, State resources may be requested through the Okaloosa County EOC Administration/Finance Section, who will analyze, prioritize, and process the request through the State EOC directly or through the State Liaison located in the EOC

Whenever a mutual aid request is made, the ESF 3/Public Works and Engineering Unit Coordinator should specify the mission that is to be performed, the time for execution, the reporting location, the name of a local contact with phone number, and route information if necessary. Mutual aid to municipalities will be directed to the municipality. The ESF 3/Public Works and Engineering Unit Coordinator should maintain a log of all requests, with notations on follow-up inquiries and stateassigned mission numbers.

Agencies receiving mutual aid are responsible for providing any necessary support to the incoming group. Mutual aid forces should be allowed to maintain their group identity if possible. They should be assigned to specific projects – not just kept on standby – and released as soon as practical.

Mutual aid is intended to supplement local operations for shortterm response efforts. They are not intended to assist in longterm operations for recovery. Mutual aid forces are usually available for periods of 7 to 10 days. Local public and private, or private contractors from outside the area should be used for long-term operations. For example, mutual aid for debris clearance is appropriate for clearing major and secondary roads. The much longer operation of removing and hauling debris is not an appropriate mission for mutual aid.

The agency receiving mutual aid is responsible for tracking all cost recovery data necessary for reimbursements to the provider and for making subsequent claims for disaster financial assistance.

#### 5. Debris Clearance.

Debris should first be cleared from roadways to allow movement of emergency support vehicles. As the operation progresses, available resources may be used to remove debris from the sides of right-of-ways.

Okaloosa County does not usually remove or haul Construction and Demolition Debris. In cases where the quantity of such debris interferes with the goals of recovery, the Board of County Commissioners may decide to make exceptions to this general rule. Such exceptions will be on a case-by-case basis.

The Board of County Commissioners will decide if it is appropriate to suspend or modify fees at landfills or other debris processing facilities. Such decision will usually define a specific period and establish other limitations as may be necessary for the operation. All debris disposal operations will be conducted in accordance with the rules and regulations of the Department of Environmental Protection, Army Corps of Engineers, or other regulatory agency.

Yard waste is normally disposed of at the Wright or Baker landfills. C&D normally must be processed through the County Transfer Station for disposal in private landfills outside of the county. C&D may not be disposed of in yard waste landfills or lined landfills.

Attachment 1 to this tab contains information to help make estimates of debris clearance requirements.

### 6. Building Inspection.

The Growth Management Department will evaluate the need for establishing satellite offices in the impacted area to facilitate the recovery process.

Building officials should inspect damaged buildings for safety and condemn those that do not meet established safety guidelines. It may be necessary to request mutual aid to obtain additional inspectors for this purpose.

Building officials should coordinate closely with public works agencies to ensure mutual support.

The Growth Management Department will maintain a list of structures they have inspected, with the appropriate remarks concerning its suitability for occupancy and the number of housing units at each structure (such as condominiums and apartment buildings). The list should be updated as repairs are conducted and buildings are cleared for occupancy.

## V. RESPONSIBILITIES

## A. PRIMARY AGENCY

Public works (including water & sewer or water service agencies, public or private) are responsible for coordinating their operations, for supporting emergency operations within the level of their skill and capabilities, for damage assessment to public infrastructure, and for restoring functionality of critical facilities and roadways. The primary agency is responsible for ensuring that situation reports and information for the Incident Action Plan is submitted to the ESF-5/Planning Section.

All primary agency staff will attend training on NIMS/ICS to understand the NIMS and how the ESF 3/Public Works and Engineering Unit fits into the Okaloosa County ICS/NIMS structure.

## B. SUPPORT AGENCIES

Support agencies are responsible for coordinating their operations to support the delivery of essential services, protection and restoration of critical facilities, and supporting emergency operations.

Support agencies are responsible for ensuring that situation reports and information for the Incident Action Plan is submitted to the ESF-5/Planning Section

All support agency staff will attend training on NIMS/ICS to understand the NIMS and how the ESF 3/Public Works and Engineering Unit and ESF 12 Utilities Water/Sewer Unit fits into the Okaloosa County ICS/NIMS structure.

## C. PRIVATE AGENCIES

Private water systems have the same responsibilities as public agencies in regards to emergency operations.

## VI. RESOURCE REQUIREMENTS

#### A. PERSONNEL

The Personnel Department will supply sufficient skilled personnel to maintain 24-hour operations during emergencies. Building officials to inspect damaged structures and repair work. Engineers or building officials to oversee shoring operations of damaged structures. Mutual aid and contractor support will be necessary in minor, major, and catastrophic disaster.

## B. EQUIPMENT

All operative equipment will be made available for emergency operations. Mutual aid and contractor support will be necessary in minor, major, and catastrophic disaster. See Attachment 1 for data on modeling debris removal requirements.

#### VII. REFERENCES

Okaloosa County Facilities Maintenance Disaster Plan

Okaloosa County Road Department Disaster Plan

Okaloosa County Water & Sewer Emergency Operations Plan

Debris Removal Guidelines for State and Local Officials, FEMA DAP-15

# **ESF 4 -- FIRE FIGHTING UNIT TAB**

**PRIMARY AGENCIES:** Fire Control Districts & Fire Departments Jackson Guard SUPPORT AGENCIES: Department of Public Safety Eglin Air Force Base Fire Department Hurlburt Field Fire Department **Duke Field Fire Department Okaloosa County Sheriff's Office Municipal Police Departments** American Red Cross Critical Incident Stress Debriefing Team NIMS: The lead shall act as the Firefighting Unit Leader. The Firefighting Unit shall report directly to the Operations Section Chief under the Okaloosa County NIMS/EOC Interface structure. Depending on the type of incident, this Unit may be asked to serve as lead of the Operations Section. The lead of this Unit may also serve as Incident Commander in wildfire and large structural fire incident. The lead of this Unit may also serve as Incident Commander in wildfire and large structural fire incident

# I. INTRODUCTION

# A. PURPOSE

To set forth the organization for fire service command, organization, and joint operations in Okaloosa County.

# B. SCOPE

This tab describes the fire suppression resources available in Okaloosa County during significant emergencies, and how they operate in conjunction with the other emergency response agencies. There are 15 fire departments and districts within Okaloosa County, and each is an independent entity with the authority to make individual operational plans and agreements.

# II. AGENCY RESPONSIBILITIES

A. FIRE DEPARTMENTS AND DISTRICTS

Each department is responsible for maintaining its own plans and standard operating procedures to cover emergency response, manning, equipment inventory, and maintenance. The senior fire service officer of the fire department or district on scene at a fire/rescue incident within the department's or districts geographic jurisdiction shall retain incident command (see Basic Plan for types of incidents).

Fire Departments and Districts will attend training on NIMS/ICS components to understand the NIMS, its purpose, and how the ESF 4/Firefighting Unit Leader fits into the overall structure.

# B. JACKSON GUARD

Jackson Guard is responsible for managing the forested areas on Air Force installations in Okaloosa County. They maintain a wildland firefighting capability.

# C. OKALOOSA COUNTY FIRE RESCUE ORGANIZATION

This is a formal group of member fire/rescue organizations (including Eglin, Hurlburt, and OCPS) within the county. The group coordinates response policies to maintain consistency to the maximum extent possible. The group also collects fees to sponsor the Okaloosa County Special Operations Team (HazMat Team).

Okaloosa County Fire and Rescue will attend training on NIMS/ICS components to understand the NIMS, its purpose, and how the ESF 4/Firefighting Unit Leader fits into the overall structure.

# D. OKALOOSA COUNTY DEPARTMENT OF PUBLIC SAFETY (OCPS)

An agency of the Board of County Commissioners, OCPS is responsible for providing and maintaining the county's 911 system, emergency management, and emergency medical services. OCPS is a member of the Okaloosa County Fire Rescue Association. It provides EMS support and emergency management assistance (communications and multi-agency coordination) to the fire incident commander, when requested. OCPS maintains a Wildfire Operations Support Team to provide medical, communications, and logistics coordination support in the wildland fire setting.

Okaloosa County OCPS will attend training on NIMS/ICS components to understand the NIMS, its purpose, and how the ESF 4/Firefighting Unit Leader fits into the overall structure.

# E. MILITARY FIRE DEPARTMENTS

The military fire departments in Okaloosa County provide mutual aid support to their civilian counterparts. For example, they provide fire/rescue service on the public roadways near military installations, provide stand-by crews to fire stations during multi-alarm fires that deplete civilian resources, assist during hazardous materials incidents, and support fire suppression efforts in wildfires that threaten urban areas. The military departments participate in the Okaloosa Fire Rescue Association, but do not pay fees to support the HazMat Team (military bases have their own hazmat response capability).

# F. AMERICAN RED CROSS

The Red Cross supports fire operations by setting up canteens (essential for firefighter rehabilitation) at the scenes of major fires, and by assisting the victims of fires. The Red Cross will respond to the scene, when requested, of major fires. They depend on donations to fund or obtain food and drink.

#### G. CRITICAL INDCIDENT STRESS DEBRIEFING TEAM

This group of trained specialists assists emergency response personnel to deal with the emotional stress of traumatic incidents, usually involving the death of children or large numbers of adults. They are available on a 24-hour per day basis, and can be requested via OCPS 911 Dispatch.

# H. LAW ENFORCEMENT AGENCIES

The Okaloosa Sheriff's Office and municipal police agencies provide assistance in the form of scene and traffic control.

#### III. SITUATION

# A. DISASTER CONDITIONS

#### 1. Floods and Hurricanes

Floods and hurricanes may result in the destruction or denial of certain fire stations. Those at highest risk are Destin, Okaloosa Island, Ft. Walton Beach, Mary Esther, and Florosa. In such instance, surviving fire apparatus from those departments will have to operate out of other fire stations, public buildings, or private structures. The Okaloosa Fire Rescue Association Severe Weather Plan provides for such contingencies.

#### 2. Hazardous Materials Incidents

Hazardous materials incidents require departments to release from primary duty those firefighters who are members of the Okaloosa Special Hazardous Incident Team. This may place a short-term operational hardship on some departments.

#### 3. Wildfires

Wildfires in civilian or military areas may threaten residential or business structures, and require the efforts of several departments to suppress. For example, a fire in the Florosa Fire Control District may involve fire apparatus from Florosa, Mary Esther, Hurlburt Field, and/or Jackson Guard. A pre-designated urban/interface task force has been formed to respond to interface fires. This task force consists of predetermined units from both the military and civilian fire departments.

BURNING INDEX	CLASS DAY	WILDFIRE DANGER
0-20	A	NONE
21-30	В	VERY LOW
31-42	B+	LOW
43-72	С	MODERATE
73-84	C+	HIGH
85-94	D	VERY HIGH
95+	E	EXTREME

#### WILDFIRE DANGER INDICES

The burning index is based on Fuel Model D of the National Fire Danger Rating System. This fuel model covers the majority of stands in local wildland areas.

# 4. Transportation Accidents

Transportation accidents involving large aircraft or trains will require the response of several departments, including military departments. In the event of a military aircraft crash in the civilian community, the senior civilian fire officer on-scene will initially have incident command, and will pass such command to the military when the Air Force Disaster Control Group or other competent authority arrives.

# B. PLANNING ASSUMPTIONS

# 1. Warning

There may be as little as 12-24 hours warning for floods and hurricanes. Tornado strikes, wildfires, hazardous materials incidents, and transportation accidents provide no warning.

# 2. Resources

Civilian fire departments routinely operate at minimum manning levels. Off-duty firefighters can be called to work to assist with significant emergencies, but their response time may be up to one or two hours. Departments assist each other by providing apparatus, equipment, and personnel, either on an automatic aid or case-by-case basis. Outside resources can be made available through the Florida Fire Chiefs Plan, but only after local resources have been exhausted or otherwise determined to be insufficient to meet the emergency.

# IV. CONCEPT OF OPERATIONS

# A. GENERAL

# 1. Routine Operations

During routing operations the fire departments operate according to existing standard operating procedures, and obtain additional support through existing automatic aid, mutual aid, or exigent circumstance agreements.

# 2. Declared Emergencies

During declared emergencies the Okaloosa County Fire Rescue Organization (OCFRO) will staff a Fire Service Command Post at the Emergency Operations Center. The staff composition of this command post will be as determined by the OCFRA, with the following minimum standards:

- The command post will be staffed on a 24-hour basis for as long as the situation requires.
- OCFRA will provide a fire service officer to staff the Public Safety Desk in the EOC whenever the EOC is operational.
- When the situation dictates a Chief Tactical Officer will be assigned to assist in the decision making process of the ESF 4/Firefighting Unit.

# B. ORGANIZATION

There are 15 fire departments and districts in Okaloosa County. Each maintains its own command structure, but cooperates and closely coordinates its operations with the other departments in its region (north, central, South County).

During a fire/rescue emergency, the fire department or district having geographic jurisdiction over the incident will have incident command, and other responding departments will operate under that command.

During the deployment phase of a hurricane alert, fire departments relocate or deploy as task force cells with OCPS EMS units. This organization for response allows each cell to operate independently in the event communications are lost. See the OCFRA Severe Weather Plan for details.

# C. NOTIFICATION PRCEDURES

# 1. Routine Emergencies

In routine emergencies, fire departments are notified of a mission requirement by their dispatch center after a 911 or other emergency call. There are four fire dispatch operations in the county:

 County Warning Point -- dispatches for Destin, Okaloosa Island, Ft. Walton Beach, Mary Esther, Florosa, Ocean City/Wright, North Bay, Niceville, Valparaiso, Almorante, Baker, Blackman, Dorcas, Laurel Hill, Holt, and North Okaloosa fire departments/districts. They receive calls for service via a 911 primary answering point.

- Niceville Public Safety -- dispatches for Niceville police, and public works in the City of Niceville. They receive calls for service via a 911 secondary answering point.
- Valparaiso Police -- dispatched for Valparaiso Volunteer Fire Department. They receive calls for service via a 911 secondary answering point.
- Crestview Public Safety Communications -- dispatches police in the City of Crestview, and dispatches fire for Crestview fire departments. They receive 911 calls via both a primary and secondary answering point.

#### 2. Disasters

In disasters, OCPS will provide whatever advance notification is possible to the four dispatch centers identified above. Subsequent updates will also be made available to those centers. Each center is responsible for disseminating the information to the individual fire departments, as necessary. The Fire Service Command Post in the EOC, when operational, will coordinate information flow to and from the surviving dispatch centers.

All agencies will coordinate and provide information with the ESF 5/Planning Section to be included into the Incident Action Plan (IAP).

#### 3. Declared Emergencies

In a declared emergency, fire department requests for additional support should be communicated to the Fire Service Command Post in the EOC. The fire service representative in the EOC will forward such requests to the ESF 4/Firefighting Unit Desk at the State EOC. The ESF 4/Firefighting Unit Coordinator and Fire Service Command Post will use the Florida Fire chiefs Disaster Response Manual when making requests under the Florida Fire Mutual Aid Plan.

All agencies will coordinate and provide information with the ESF 5/Planning Section to be included into the Incident Action Plan (IAP).

# 4. CCISD Personnel

CISD personnel may be requested by any public safety agency. OCPS can assist other agencies by arranging for such support, if requested.

#### D. RESPONSE ACTIONS

#### 1. Routine and Significant Emergencies

During routine and significant emergencies, fire service response is conducted as described earlier and in the existing standard operating procedures for each department.

#### 2. Hurricane Alerts

During hurricane alerts, fire departments deploy to alternate operating facilities as described in the OCFRA Severe Weather Plan or their internal plans. They form task force cells with OCPS EMS (when EMS decides to deploy) units to create selfsupporting, independent groups capable of initial fire/rescue response in a disaster without central direction. If communications are lost after a hurricane, each task force cell will make an initial sweep of its operating area and conduct fire/rescue operations as needed. To the extent possible, these fire/rescue cells will inform the Fire Service Command Post of damage observations.

#### 3. Mutual Aid Requests

Mutual aid requests should be made in accordance with the Florida Fire Chiefs Disaster Response Manual.

Any use of mutual aid resources, where applicable, shall be coordinated with the Administration/Finance Section in order to capture costs. The tracking of these resources shall be coordinated with the ESF-5/Planning Section through WebEOC.

Firefighting units operating outside of their jurisdiction will use the National Incident Management System (NIMS) / Incident Command System (ICS) unless otherwise directed.

# V. RESOURCE REQUIREMENTS

Hurricane-related fire service requirements are specified in the OCFRA Severe Weather Plan and the Florida Fire Chiefs Disaster Plan.

Existing fire service resources within Okaloosa County are contained in Table 4-1.

DEPT	PAID FF	VOL FF	STATIONS	TANKERS	LADDERS	ENGINES	RESCUE
Almarante		13	1	2		1	
Blackman		12	1			1	
Baker		28	1	2		2	1
Crestview	20	14	2			4	1
Destin	21	1	2		1	3	1
Dorcas		15	2	1		2	1
Florosa			1				
Ft. Walton	33		2		1	2	
Holt		24	1	2		1	1
Jackson Guard, Eglin Natural Re- sources Mgmt	Varies by season		1	1 500g trlr 2 2500 gal port-a- tanks 1 1000 gal tanker		3 w/250- 300 gal water & pump; 3 with com- pressed air foam units	6 tractors 12 ATVs 5 5-ton trucks
Laurel Hill		13	1	1		1	
Mary Esther	10	5	1			2	
Niceville*	3	35	2	1		3	3
North Bay	14	10	1	1	1	2	2
N. Okaloosa	3	10	3				
Ocean City	36		3		2	4	2
Okaloosa Isl.	17		1		1	2	
Valparaiso	1	30	1		1	3	2

Notes:

\* Table may not be current...use as a guide only

\* East Niceville Fire District contracts with the City of Niceville for fire protection. Equipment and stations are shown under the totals for Niceville.

#### VI. REFERENCES & AUTHORITIES

Okaloosa County Fire Rescue Organization Severe Weather Plan

Okaloosa County Department of Emergency Services Standard Operating Procedures for Significant Incidents

Florida Fire Chiefs Disaster Response Plan

Individual Fire Departments Standard Operating Procedures

Okaloosa County Fire Rescue Organization Automatic Aid Agreement

Eglin AFB Natural Resources Management Specific Action Guide

# ENCLOSURE 1 to ESF 4/Firefighting Unit

#### FIRE WEATHER

#### I. Weather and Wildfire Risk

A. Weather is a critical consideration in determining wildfire risk. In general terms, the important factors are wind, moisture, and atmospheric stability.

(1) High winds can cause rapid spread of the fire and shifting winds can create dangerous shifts in the fire's direction.

(2) Moisture includes relative humidity and fuel moisture. Relative humidity is usually at its lowest in late afternoon, and its highest in the early morning. Low humidity results in low fuel moistures, which contributes to fire risk.

(3) Unstable air, that is when upward motion results in good mixing, results in hotter and more intense wildfires. Unstable air is indicated when there are gusty winds, good visibility, cumulus clouds, or smoke rises to great heights.

- B. Weather indicators of problem fire behavior are:
  - (1) Strong wind
  - (2) Sudden changes in speed or direction of wind
  - (3) Fast-moving, high clouds
  - (4) An unexpected calm could mean an imminent wind shift
  - (5) Thunderstorms
  - (6) Unusually high temperatures in the morning
  - (7) Whirlwinds
  - (8) Bent smoke column

#### *II.* Sources of Weather Information

A. The National Weather Service publishes daily Fire Weather Forecasts for 23 zones in the state. The daily forecast covers 36 hours. This forecast is posted by 7:30 AM Eastern Time by the Weather Service Office in Mobile, Alabama. It is available on the Florida Division of Forestry's Internet site

FLZ005-300000-

(http://www.freshfromflorida.com/Divisions-Offices/Florida-Forest-Service/Wildland-Fire/Current-Fire-Conditions).

B. At 11:30 Eastern time, WSO-Mobile updates the Smoke Dispersion Forecast.

C. The Division of Forestry publishes a Wildfire Season Forecast, which is available on its Internet site at http://www.freshfromflorida.com/Divisions-Offices/Florida-Forest-Service/Wildland-Fire/Current-Fire-Conditions.

#### *III.* Interpreting the Fire Weather Forecast

- A. The morning forecast provides both narrative and tabular data.
- B. The narrative portions provide a synopsis of the weather outlook, an extended outlook, and a smoke dispersion discussion.
- C. The tabular data is in three tables: one each for today, tonight, and tomorrow. Each table is easily interpreted from the data provided. See sample below.

INLAND OKALOOSA- 548 AM CST THU JAN 29	2015				
	TODAY	TONIGHT	FRI		
CLOUD COVER	PCLDY	MCLDY	PCLDY		
CHANCE PRECIP (%)	0	20	0		
PRECIP TYPE		SHOWERS	NONE		
TEMP	70	43	60		
RH %	43	89	36		
20FT WND MPH(AM)	SE 3-7		N 8-12		
20FT WND MPH(PM)	S 6-10	SW 3-7	N 6-10		
PRECIP AMOUNTS	0.00	0.01	0.00		
PRECIP BEGINS		12 AM			
PRECIP ENDS		6 AM			
PRECIP DURATION		1			
MIXING HGT (FT-AGL)		200	2300		
TRANSPORT WND (MPH)		SW 7			
DISPERSION INDEX	54	4	44		
MAX LVORI	5	6	5		
STABILITY CLASS		F	B 1		
LAL	1	1	Ţ		
.EXTENDED .FRIDAY NIGHTMOSTLY CLEAR. LOWS IN THE MID 30S. NORTH WINDS AROUND 5 MPH. MAXIMUM RH 76 PERCENT. .SATURDAYMOSTLY SUNNY. HIGHS IN THE LOWER 60S. EAST WINDS AROUND 5 MPH. MINIMUM RH 31 PERCENT. .SATURDAY NIGHTMOSTLY CLOUDY. LOWS IN THE MID 40S. EAST WINDS AROUND 5 MPH. MAXIMUM RH 86 PERCENT.					

.SUNDAY...MOSTLY CLOUDY. SHOWERS LIKELY. HIGHS IN THE MID 60S. SOUTHEAST WINDS 5 TO 10 MPH. MINIMUM RH 69 PERCENT. .SUNDAY NIGHT...CLOUDY. CHANCE OF SHOWERS. LOWS IN THE MID 40S. SOUTH WINDS UP TO 5 MPH SHIFTING TO THE NORTHWEST AFTER MIDNIGHT. MAXIMUM RH 100 PERCENT. .MONDAY...PARTLY SUNNY. SLIGHT CHANCE OF RAIN. HIGHS IN THE LOWER 50S. NORTH WINDS 5 TO 10 MPH. MINIMUM RH 58 PERCENT. .MONDAY NIGHT...PARTLY CLOUDY. LOWS IN THE LOWER 30S. NORTH WINDS AROUND 5 MPH. MAXIMUM RH 75 PERCENT. .TUESDAY...MOSTLY SUNNY. SLIGHT CHANCE OF SHOWERS. HIGHS IN THE MID 50S. EAST WINDS AROUND 5 MPH. MINIMUM RH 50 PERCENT. .TUESDAY NIGHT...MOSTLY CLOUDY. CHANCE OF SHOWERS. LOWS IN THE LOWER 40S. EAST WINDS UP TO 5 MPH. MAXIMUM RH 94 PERCENT. .WEDNESDAY...MOSTLY CLOUDY. CHANCE OF SHOWERS. HIGHS IN THE UPPER 50S. NORTHEAST WINDS AROUND 5 MPH. MINIMUM RH 73 PERCENT. FIRE SERVICE (ESF 4/Firefighting Unit) COORDINATOR DESCRIPTION OF DUTIES

EOC GROUP: PUBLIC SAFETY

# MAJOR RESPONSIBILITIES OF THE ESF 4/FIREFIGHTING UNIT COORDINATOR & FSCP.

The ESF 4/Firefighting Unit Coordinator's responsibilities are operational and administrative. They are designed to coordinate requests for and allocation of resources (equipment, supplies, and personnel) to meet the needs of fire service organizations in the field. If The Fire Service Command Post (FSCP) is operational, the ESF 4/Firefighting Unit Coordinator will act as a single-point-of-contact for fire service issues in the EOC and as a liaison with the FSCP.

The ESF 4/Firefighting Unit Coordinator or FSCP also maintains a log of requests, tracks missions, follows-up as necessary, and takes reports from field organizations. The ESF 4/Firefighting Unit Coordinator will work closely with the EMS Representative, the ESF 16 Coordinator, and the Emergency Manager.

The ESF 4/Firefighting Unit Coordinator or FSCP also acts as the ESF 9/Search and Rescue Unit and ESF 10/Hazardous Materials Unit Coordinator.

#### ACTIONS OF THE ESF 4/FIREFIGHING UNIT COORDINATOR AND FSCP.

Report to the EOC when summoned. Bring personal equipment and supplies to support 96 hours of operation.

Sign in on WebEOC Emergency Management Software.

Maintain a journal of events.

Familiarize with the ESF 4/Firefighting Unit Tab, Florida Fire Chiefs Disaster Response Plan, and other documents as necessary.

Obtain a briefing of the situation.

Contact Fire Service Agencies to obtain updated information on the status and number of personnel and equipment available for duty. Determine if there are any unmet needs or anticipated problems. Maintain and update the appropriate status boards in WebEOC Software System EOC.

Coordinate with the other ESFs in the EOC as necessary for operations or re-supply.

Make contact with the ESF 4/Firefighting Unit Desk at the State EOC to verify current state polices and procedural requirements for mutual aid requests.

Provide updates on the current situation to fire service organizations in the field. Obtain updates on their situation and log as necessary. Advise the ESF 5/Information and Planning Coordinator of significant situations.

Collect initial impact reports from fire service organizations and relay to the ESF 5/Information and Planning Coordinator.

Identify potential shortfalls and possible solutions. Coordinate with field organizations, other ESFs as needed and ESF 5/Information and Planning.

Request mutual aid support as necessary. Record mission numbers assigned by the State EOC and insure information is entered into WebEOC. Track mission requests to ensure they are acted upon. Ensure mutual aid is sent where it is needed. Keep ESF 5/Information and Planning informed of mission requests and status.

Take notes of problems for the after action/lessons learned report.

At shift change, thoroughly brief shift replacement.

When EOC is deactivated, turn over staff journals and any message files to the Emergency Management Chief or ESF 5 Planning and Information.

#### **ESF 5 -- PLANNING SECTION TAB**

**PRIMARY AGENCIES:** Department of Public Safety

SUPPORT AGENCIES: Council on Aging Superintendent of Schools Department of Planning and Inspection Geographic Information Service

NIMS: The lead serves as the Planning Section Chief and staffs the positions of Situation Unit Leader and Documentation Unit Leader. The lead position reports directly to the Incident Commander.

#### I. INTRODUCTION

#### A. PURPOSE

To establish and set forth the procedures for the acquisition and flow of critical information, and how that information will be used to facilitate Incident Action Plans (IAP) to support emergency operations.

#### B. SCOPE

This tab applies to any situation in which the Emergency Operations Center is activated.

#### II. AGENCY RESPONSIBILITIES

# A. DEPARTMENT OF PUBLIC SAFETY

The Department of Public Safety (OCPS) is responsible for setting up the Emergency Operations Center (EOC) and notifying all participating agencies that an emergency is in progress. The OCPS is also responsible for overseeing the operation of the EOC, facilitating incident planning by ESF representatives, and for coordinating the overall response to the emergency.

#### B. OCPS Admin Manager and Human Resources

The OCPS Admin manger will coordinate with human resources and his/her staff will serve as the ESF 5/Planning Section Coordinator in the EOC. The ESF 5/Information and Planning Coordinator will be responsible for ensuring the ESF 5/Planning Section function is covered by staff on a 24-hour basis, efficient flow of information among all interested parties in the EOC, tracking mission assignments, collecting and collating damage reports, and ensuring information is posted to WebEOC Software database.

# C. HR DEPARTMENT

The Okaloosa County HR will provide appropriate personnel for each 12-hour shift to assist the ESF 5/Planning Section Coordinator with administrative support.

# III. SITUATION

# A. DISASTER CONDITIONS

The EOC will be activated for disaster events that are long-term in nature and which threaten a large segment of the county population. Examples include: hurricane strikes, train derailments involving large cargoes of hazardous materials, or river flooding.

# B. PLANNING ASSUMPTIONS

#### 1. Warning

There may be as little as 12-24 hours warning for floods and hurricanes. Hazardous materials and other technological incidents will occur with no warning. Freezes and heat spells with power loss will occur with no warning.

# 2. Resources

OCPS will provide the necessary office supplies, photocopy support, and reporting forms. HR will provide the staff to perform the primary ESF 5/Planning Section functions. The HR Department will provide personnel for each shift for administrative support. OCPS will provide each ESF with the following:

- A Notebook Book for recording notes.
- A portable file box with file folders
- A copy of the IAP
- Laptop computer and EOC Message Forms
- Scratch paper

• Pens and pencils

# IV. CONCEPT OF OPERATIONS

# A. GENERAL

The EOC can appear to be a confusing mass of information flowing in from the field, and out to various support agencies. Hundreds of reports, some fragmentary or incorrect, can flow into the EOC every hour. ESF Coordinators other than the one receiving the information may have a critical interest in the data. The overall operation may suffer or essential needs may not be met if the information is not properly distributed to all concerned. Mission assignments and support requests can be forgotten if regular follow-up is not conducted. The primary goal of the ESF 5/Planning Section Coordinator is to ensure information gets to the right people and that mission/support requests are tracked to completion using the WebEOC computer system or message forms as required.

ESF-5/Planning Section collects, processes, and disseminates information to be used in the development of the IAP and associated forms during the response and recovery phases of a disaster

# B. ORGANIZATION

The EOC will organize according to the Emergency Support Function concept, which is assimilated into the National Incident Management System (NIMS). This is described in the Basic Plan.

The Director of Public Safety acts as the overall Incident Commander with the Emergency Management Chief acting as his deputy. The Director and the Emergency Management Chief will be responsible for developing the overall IAP. Each ESF Coordinator is responsible for developing short and medium-range IAPs for their own areas of interest. If it is necessary to deviate from the overall incident plan, ESF Coordinators should immediately notify the ESF 5/Planning Section Coordinator.

# C. NOTIFICAION PROCEDURES

The EOC depends on reports from agencies in the field. If fire departments, municipalities, public works, and others do not report information and observations to the EOC, they will not receive needed support. Agencies in the field can report information in different ways:

- By telephone or radio to their ESF Coordinator or municipal contact in the EOC.
- By entering requests into the Webeoc software available to all emergency response agencies.
- To 911 Dispatch center via landline or radio.
- To the Director of Public Safety or Emergency Management Chief via cellular or landlines in the EOC.
- To the Sheriff's Dispatch Center via radio.
- To the EOC by courier.

The Director of Public Safety or the Emergency Management Chief notifies the State EOC of the impact assessment, damage assessments, critical shortfalls, and policy actions. Each ESF Coordinator may coordinate operations with their ESF counterpart at the State EOC. Mission requests for state or mutual aid assets must be initiated through the ESF 5/Information and Planning Coordinator, who will inform the Director or Emergency Management Chief. Only the Director or Emergency Management Chief and EM Coordinator may initiate such requests. Once the State has assigned a mission number, the ESF Coordinators may coordinate details of the mission with the State ESF.

# D. RESPONSE ACTIONS

# 1. Information Flow

Each ESF Coordinator will use the WebEOC database for mission entries and requests. Once a mission request is entered by an ESF position and saved the mission is automatically sent to ESF 5 for review. Once reviewed, ESF 5 decides if further action is required and assigns the mission or resource request to the proper ESF position. All entries are tracked by ESF 5 until they are closed out, and marked complete. As a backup should there be a system failure, each ESF Coordinator will be provided with EOC Message Forms. This is a three-part carbonless form. When an ESF Coordinator receives a report from the field, they should fill out the form and distribute the copies according to their labels. One copy goes to the ESF 5/Planning Section Coordinator. If the ESF receiving the information realizes that the data has interest to another ESF, they should provide one copy to that ESF and indicate such on the form.

# 2. Information Tracking.

As mentioned in section 1 above all missions and tasks are entered into WebEOC. Once a mission, task, or resource request is entered by an ESF position and saved it automatically goes to ESF 5 for assignment and action. ESF 5 reads the input and decides what further action is required, i.e. forward to an ESF position for further action or mark the mission complete if no further action is required.

Each ESF Coordinator once assigned a mission should take a proactive stance in obtaining information or taking action on the request assigned by ESF 5. Recognizing that many field agencies do not make regular reports to the EOC, the ESF Coordinators should periodically contact their field operating agencies and counterparts to inquire about status reports. Critical elements of information include:

- Damage to homes or infrastructure
- Injuries to the public or emergency workers
- Road closures or blockages
- Utility outages
- Critical human needs
- Threats to public safety
- Environmental threats

The ESF-5/Planning Section Coordinator will conduct periodic debriefings of the EOC staff during the incident and act as the Unmet Needs Coordinator. ESF Coordinators will act as the Unmet Needs Committee. Local agencies will be asked to participate in identifying unmet needs and participating on the unmet needs committee. Training for the committee will be identified through the monthly Emergency Management Committee meetings. Unmet needs committee members will be encouraged to attend training as it is identified on the State of Florida training calendar. These needs should be reported through ESF-15, VOAD. Agencies that will participate in identifying unmet needs include but are not limited to the following.

- American Red Cross
- Volunteers Organizations Active in Disaster

- Caring and Sharing
- Catholic Charities
- Community Mental Health Center
- Bridgeway Center
- Habitat for Humanity
- Okaloosa Coalition on the Homeless
- S4P Synergy Inc.
- The Salvation Army

Each ESF Coordinator will be asked to give a short briefing on critical actions and information to allow all other ESF staff to hear what other members are working on. This will provide an additional opportunity to ensure operations are properly coordinated. These briefings should be conducted every four hours as a minimum. If operations allow, they should be conducted more frequently. Either the Director of Public Safety or the Emergency Management Chief should be present at the briefings. The elements each ESF Coordinator should cover are:

- Status of response forces under their control or in their sphere of interest.
- Critical mission requests received during the period and status of those missions.
- Unmet needs
- Damage or human impact reports they have received.
- Any obstacles to mission accomplishment they may have encountered.

# 3. Mission Requests/Unmet Needs

The PIO will be utilized to develop methods to request the public to contact the Okaloosa County Division of Emergency Management Citizens information hotline if they believe there is an unmet need. The PIO and the citizens information hotline will identify to ESF-5/Planning Section of identified needs.

If an ESF Coordinator receives a request for support from a field agency or municipality, they should first attempt to get the requester to identify what the mission is. Do not simply accept requests for personnel or equipment. The exact equipment requested may not be available, but knowing the mission details will help formulate plans for substitute equipment to meet the need.

The general rule for support requests is that all internal assets -including contract support -- must be utilized or determined to be insufficient before state or out-of-county mutual aid resources can be requested.

If the request can be met with resources at the disposal of the ESF Coordinator, they should commit the resources after informing ESF 5/Planning Section. Each ESF Coordinator should track these missions to completion to ensure they are accomplished and to allow efficient reassignment of resources when the mission is completed and update such using WebEOC. If support from other ESFs is needed (such as transportation - ESF 1 or food and water - ESF 11), the ESF Coordinator should coordinate directly with those representatives.

If the ESF Coordinator receiving the request can not meet the request, they should quickly inform ESF 5/Information and Planning. If the ESF 5/Planning Section Coordinator has knowledge of other assets available, he or she should determine if those assets are available. If internal assets -- including contractors -- are not available, the ESF 5/Planning Section Coordinator should identify the need to the Director of Public Safety or Emergency Management Chief.

Once the Director or Emergency Management Chief confirms there are no internal assets available, they will refer the request to the State emergency Response Team Liaison or the County Liaison Desk at the State EOC. They will inform the ESF 5/Planning Section Coordinator that the request was made, the time it was made, and to whom it was made and the tracking number for entry into the WebEOC database. Thereafter, the ESF 5/Planning Section Coordinator will periodically check with the appropriate state official to determine if a mission has been assigned, the schedule for mission completion, the point-ofcontact, and other details that may be relevant. The ESF 5/Planning Section Coordinator will then inform the original ESF Coordinator who requested the mission. If the sate disapproves the mission, the ESF 5/Planning Section Coordinator will inform the ESF Coordinator and the Director or Emergency Management Chief. The director or Emergency Management Chief will contact the state to make inquiries.

Once a state mission number has been assigned, the ESF Coordinator with primary functional responsibility for the mission will coordinate directly with the point-of-contact to coordinate mission specifics. The ESF Coordinator should notify ESF 5/Planning Section of the progress of the mission through WebEOC.

ESF 5/Planning Section will determine gaps in existing resources and arrange for acquisition of those resources through the Logistics Section prior to the need during an event.

ESF 5/Planning Section will distribute IAP and other pertinent information to all NIMS lead and support agencies on a daily basis (more often as required) and insure it is posted in WebEOC.

# 4. Incident Action Planning

At the onset of the event, the Director of Public Safety and the Emergency Management Chief will collaborate to prepare an IAP. This plan will be general in nature, and will list the critical priorities and objectives, the general method of accomplishing those objectives, and essential elements of information. The plan will be in outline form and usually no more than 2-3 pages in length. This plan will be updated as the need arises.

ESF 5/Planning Section will work with the Incident Commander to make predictions on incident events in order to develop a strategic action plan to include resource needs (use Resource Unit Leader if available).

Each ESF Coordinator should develop a general IAP for his or her own operations. The IAP need not contain excessive detail, but should be complete enough to guide the actions of any shift relief personnel. The plan should be updated as necessary.

# 5. Incident Close-out

ESF 5/Planning Section will work with the Logistics Section to develop a Demobilization Plan when the incident digresses to where resource can begin being released. This should be completed through Demobilization Unit Leader under the Planning Section if the position is staffed

At the conclusion of the emergency, each ESF will collect their copies of EOC Mission Forms if used and place them in chronological order. They will be secured in the file box provided and

turned over to the ESF 5/Planning Section Coordinator along with their ESF Journal Books. WebEOC after each event is archived in the system and reports may be run at a later date as requested.

Once the above is completed, the ESF 5/Planning Section Coordinator will turn over all files to the Emergency Management Office assistant or the Emergency Management Chief.

The Department of Public Safety will use the collected information to prepare after-action reports and lessons learned.

# V. REFERENCES

Emergency Management WebEOC Software Users Manual

Florida Comprehensive Emergency Management Plan

#### **ESF 6 -- MASS CARE UNIT TAB**

- **PRIMARY AGENCIES:** American Red Cross of Northwest Florida
- SUPPORT AGENCIES: Okaloosa County Public Safety (OCPS) Salvation Army VOAD Superintendent of Schools Department of Public Health Okaloosa Coordinated Transport North Okaloosa Search & Rescue (NOSR) Amateur Radio Emergency Service (ARES) Okaloosa County Sheriff's Office

**PRIVATE AGENCIES:** Home Health Care Agencies

NIMS: The Lead Agency will serve as the Mass Care Unit Lead. The Mass Care Unit will report to the Logistics Section under the Okaloosa County NIMS/EOC Interface System.

#### I. INTRODUCTION

#### A. PURPOSE

To set forth the guidelines and procedures necessary to care for large numbers of evacuees and disaster victims.

#### B. SCOPE

This tab takes effect in any emergency situation that results in the evacuation of large areas or an extreme reduction in the community's ability to provide for human needs in a disaster.

#### II. POLICIES

The American Red Cross has primary functional responsibility for mass care. The Red Cross will provide staff to the Emergency Operations Center (EOC) to function as the ESF 6/Mass Care Unit Coordinator. The Red Cross will schedule sufficient staff to cover EOC operations on a 24-hour basis.

The Red Cross will manage shelters in accordance with existing American Red Cross rules and regulations, Florida Statute, and this plan.

The Red Cross is not responsible for Special Needs sheltering, but will provide space in designated public shelters for use as a Special Needs area.

The Red Cross shall enter into agreements with the Okaloosa School District, Okaloosa Board of County Commissioners, and others as necessary to spell out specific responsibilities and procedures for managing and operating shelters.

The Sheriff's Office provides security at the High Schools and Middle Schools that are on the shelter list. The law enforcement agency having primary jurisdiction for the geographic area will provide security for other designated shelters. See the ESF 16/Law Enforcement and Security Unit, Tab for details.

In the event that a disaster or evacuation in an area outside of Okaloosa County, it may become necessary to provide shelter and other mass care operations. In such an event, the procedures contained herein and in the Hosting Operation Checklist will apply insofar as practical. Any decision to open schools as shelters for outside populations will be referred to the Board of County Commissioners and the Okaloosa County School Board. The School District is required to provide facilities only when there is a Local State of Emergency Declared by the Board of County Commissioners or when the Governor declares a State of Emergency. In most hosting operations, local hotels and churches should be the primary means of housing evacuees.

#### III. SITUATION

# A. DISASTER CONDITIONS

#### 1. Hurricanes

Hurricanes require opening of shelters to house evacuees and victims. After the event, large numbers of the population may require temporary shelter, feeding, clothing, etc.

# 2. Floods

Floods may require many of the same operations as hurricanes, but the population numbers will be smaller.

# 3. Wildfires and Hazardous Materials Incidents

Wildfires and hazardous materials incidents may require short or long term sheltering of communities.

# 4. Fires, Tornadoes and Severe Weather Events

Fires, tornadoes and severe weather events may require temporary housing of victims and emergency re-supply of medications, clothing, foodstuffs, etc.

# B. PLANNING ASSUMPTIONS

- For numbers of evacuating population, see the Basic Plan, Section III.A.3., Population at Risk.
- In large-scale hurricane evacuations, approximately 5 to 7-percent of the evacuating population can be expected to use public shelters.
- For an estimate of the number of people who would need food and water support, see the Basic Plan, Section III.A.4., Infrastructure at Risk.
- Evacuees who return from other areas may find that their homes were destroyed or may not be allowed back into their neighborhoods. Historically, this population peaks during the second to fifth day after the event.

#### IV. CONCEPT OF OPERATIONS

#### A. GENERAL

Evacuees and victims will be cared for through evacuation shelters and so-called comfort stations. A comfort station is loosely defined, and a particular station's design and services will depend on the needs of the zone in which it is established, available resources, and other facilities able to provide similar services. A comfort station is actually a collection of smaller, specialized facilities in a location convenient for the victim population. Procedures for Field Medical Clinics are specified in the ESF 8/Health and Medical Unit Tab.

#### B. ORGANIZATION

The primary agency for mass care is the Red Cross, but the actual delivery of services requires the efforts of many groups. Victims require food and water, medical assistance, temporary housing, disaster relief, etc. For this reason, it is essential that all human needs oriented ESFs work closely together to meet the needs of victims. These ESFs are: the ESF 6/Mass Care Unit, the ESF 8/Health and Medical Unit, the ESF 11/Food and Water Unit, the ESF 12/Energey Unit, and the ESF 15/Volunteers and Donations Unit. The operations of the other ESFs will impact the ability of the ESF 6/Mass Care Unit to meet victim's needs.

Shelters are identified in the Master Location List, located in the Appendix Section of the CEMP.

# C. NOTIFICATION PROCEDURES

The Office of Emergency Management (OEM) will notify the Red Cross and the Okaloosa School District of the need to open shelters. The number of shelters to be opened will depend on the situation. Special Needs sheltering is discussed in the ESF 8/Health and Medical Unit Tab. OCPS will notify support agencies that shelters will be opened.

The Red Cross and School District will make the necessary internal notifications to carry out the sheltering operation. Specifics on notification are contained in the Red Cross agreement with the School District.

The OEM/EOC will determine the need for feeding stations, field medical clinics, comfort stations, etc. based on the human impact information provided during damage assessment. This information will be coordinated with all ESFs.

# D. RESPONSE ACTIONS

# 1. Shelter Openings and Closings

OEM, in concert with the Red Cross and School District, will determine which shelters should be opened and on what schedule. Depending upon availability of trained shelter staff, the American Red Cross (ARC) of Northwest Florida will provide for each shelter designated for use by the general public, trained Red Cross volunteer/paid staff that will be responsible for the supervision, administration, and closing of the shelter. If there is insufficient shelter staff available the ARC will notify the local Emergency Manager so coordination may be made with the State Department of Emergency Management for additional shelter workers. See the Red Cross/School District agreement for details.

A known deficiency is the lack of emergency power at all shelters. Shelter locations with generators are listed in the Appendix section of the CEMP. Coordinate with the ESF 3/Public Works and Engineering Unit, the ESF 12/Energy Unit, and the ESF 13/Military Support Unit for additional emergency power.

Shelters will be closed only after consultation among the ESF 6/Mass Care Unit, the ESF 8/Health and Medical Unit, the ESF 11/Food and Water Unit, the ESF 15/Volunteers and Donations

Unit, support agencies, and OEM. If possible, shelter populations can be consolidated to reduce the overall resource requirements of keeping open shelters with low populations. Shelter clean up will be accomplished in accordance with agreements between the Red Cross and School District. If necessary, contractors may be called in to accomplish complete clean-up.

Populations in damaged shelters should be moved to other shelters as needed. The ESF 1/Transportation Unit will assist in transportation as needed.

# 2. Medical Support.

The Red Cross will provide Disaster Health services at each Red Cross administered shelter. The Department of Health coordinates medical support to Special Needs areas at designated shelters. ESF 8/Health and Medical Unit coordinates medical support to comfort stations, field clinics, etc. See the ESF 8/Health and Medical Unit Tab for details. Sanitation needs are covered in the ESF 8/Health and Medical Unit Tab.

# 3. Human Needs

The ESF 6/Mass Care Unit Coordinator will collaborate with the listed support agencies and the ESF 8/Health and Medical Unit, the ESF 11/Food and Water Unit, and the ESF 15/Volunteers and Donations Unit Coordinators to ensure that victim needs are met in the most efficient manner. When necessary, coordinate with the other ESFs for support. For example, if transportation of cots is necessary, coordinate with the ESF 1/Transportation Unit.

# a. Feeding Centers

Coordinate with the State EOC ESF 6/Mass Care Unit Desk and the county ESF 11/Food and Water, for feeding centers. Outreach programs for food and water distribution can be coordinated through the ESF 1/Transportation Unit, the ESF 11/Food and Water Unit, and the ESF 15/Volunteers and Donations Unit. Close coordination within the EOC is necessary to ensure that critical supplies are sent to the areas with the greatest need, and not simply stockpiled in areas that may not have a need.

# b. Supply Distribution Centers

Coordinate with the ESF 15/Volunteers and Donations Unit and the State EOC.

#### c. Comfort Stations

Whenever possible, human needs services should be grouped together to provide "One-Stop Shopping" for victims. Such sites can be set up on a regional basis within the county. Some disaster relief organizations have regulations that prevent them from setting up in another agency's site. For that reason, all Comfort Stations (groupings of services) will be under the auspices of OEM, with specific areas set aside for each relief organization.

#### d. Locations

See the Master Location List located in the Appendix Section of the CEMP for potential relief sites. Coordinate with the ESF 3/Public Works and Engineering Unit, the ESF 12/Energy Unit, and the ESF 13/Military Support Unit for emergency power support.

# 4. Family Well Being Inquiries

The American Red Cross publishes a toll-free number for families or loved ones to inquire about the status of relatives. Red Cross procedures include the registration of shelterees and welfare checks. Information from the disaster site is fed to the National Red Cross, who in turn provides the information to families. Family members who have been separated from their loved ones locally should be directed to the local chapter of the Red Cross. The Red Cross can then coordinate with the ESF 8/Health and Medical Unit, the ESF 9/Search and Rescue Unit, and the ESF 16/Law Enforcement and Security Unit to locate the individuals.

# 5. Communications

Each school designated as a shelter has a two-way VHF ARES radio, and a SLERS radio. The SLERS radios have direct contact with the County Warning Point, the ARES radio has direct contact with ARES radio operators in the EOC during

activation. During shelter activation, NOSR and AREAS provide radio operators who have communication with the EOC.

#### 6. Security

The law enforcement agency having primary jurisdiction over the location of a shelter or relief site will provide security for the site. See the ESF 16/Law Enforcement and Security Unit Tab for details.

#### V. RESPONSIBILITIES

# A. PRIMARY AGENCY

The Red Cross is responsible for overall management of the Mass Care function, to include staffing shelters, registering shelter occupants, and coordinating with the School District for food service support.

The Red Cross Serves as the ESF-6/Mass Care Unit Leader. The ESF-6/Mass Care lead representative reports directly to the Logistics Section Chief under the Okaloosa County NIMS/EOC integrated incident management structure.

American Red Cross personnel will attend training on NIMS/ICS components to understand the NIMS, its purpose, and how the ESF-6/Mass Care Unit fits into the overall structure.

All necessary information shall be made available, upon request, to the ESF-5/Planning Section for inclusion into the Incident Action Plan/Situation Report.

#### B. SUPPORT AGENCIES

The Okaloosa County School District provides staff, facilities and food for shelters as stipulated in the Red Cross/School District Agreement.

OEM arranges for contingency support to the ESF 6/Mass Care Unit, oversees Comfort Stations, and administers the EOC.

The Salvation Army is responsible for the ESF 11/Food and Water Unit.

VOAD is responsible for the ESF 15/Volunteers and Donations Unit.

The Department of Health is responsible for the ESF 8/Health and Medical unit, to include Special Needs support.

Okaloosa Coordinated Transportation provides transportation support for the ESF 6/Mass Care Unit.

NOSR provides radio operators to shelters in the north county area.

ARES provides radio operators to shelters in the south county area.

The Florida National Guard and Civil Air Patrol may provide damage assessment assistance in isolated rural areas to locate pockets of people who need assistance.

All support agencies will attend training on NIMS/ICS components to understand the NIMS, its purpose, and how the ESF-6/Mass Care Unit fits into the overall structure.

# C. PRIVATE AGENCIES

Home health agencies continue to provide care to their clients, even if the client is in a shelter.

# VI. RESOURCE REQUIREMENTS

# A. FOOD FOR SHELTERS

Food for shelters will be distributed in accordance with the written agreement between the School District and the Red Cross. Generally, the School District's central facility will deliver sufficient food to operate the shelter for three days.

# B. TEMPORARY HOUSING AND SUPPORT

Refer to the chart below.

#### **Temporary Housing Planning Factors**

(Adapted from FEMA response reports in Hurricane Erin)

ITEM	PLANNING FACTOR
TENTS	(H+M)/10
COTS & BLANKETS	H+M
TOILETS	(H+M)/20
TOILET PAPER	toilets *5 rolls
ELECTRICAL POWER (TOTAL CAPACITY)	AFFECTED STRUCTURES*514 WATTS
PLASTIC SHEETING	AFFECTED STRUCTURES * 200 SQ. FEET
FURRING STRIPS	AFFECTED STRUCTURES * 10

H = POPULATION EXPERIENCING HIGH DAMAGE LEVELS

**M** = POPULATION EXPERIENCING MEDIUM DAMAGE LEVELS

IF A CLOSE ESTIMATE OF THE ACTUAL NUMBER OF AFFECTED STRUCTURES IS NOT KNOWN, USE THE FORMULA AFFECTED STRUCTURES = (M/3)

#### VII. REFERENCES

American Red Cross Disaster Services and Regulation, ARC 3041, Mass Care Preparedness and Operations.

Agreement, American Red Cross of Northwest Florida and the Okaloosa School District.

#### **ESF 7 – RESOURCE SUPPORT UNIT AND PROCUREMENT UNIT TAB**

- **PRIMARY AGENCIES:** Okaloosa County Purchasing Department Municipal Purchasing Departments Finance Department, Clerk of Courts
- SUPPORT AGENCIES: Red Cross Salvation Army VOAD

# **NIMS:** The lead serves as Procurement Unit Leader under the Finance/Administration Section. This position reports to the Administration/Finance Section Chief.

This lead may also be required to designate a representative to serve as the Resource Support Unit Leader under the Planning Section. This person reports directly to the Planning Section Chief.

#### I. INTRODUCTION

# A. PURPOSE

To delineate responsibilities and specify procedures to be used for resources support to response agencies in their efforts to respond and recover from disasters or major emergencies.

#### B SCOPE

This tab applies to operations in support of emergency operations. Each municipality should prepare plans and operating procedures to ensure effective internal resource support operations.

#### II. POLICIES

Normal procedures for purchasing, to include obtaining bids or telephone quotes, should be followed whenever possible. In emergency operations, however, such procedures may hinder the rapid and effective response to human needs or rescue operations. When speed of response is of the essence, the ESF 7/Resource Support Unit and Procurement Unit Coordinator may use prudent but abbreviated procedures necessary to obtain the needed resources. Such exceptions will be documented as to the reason for the exception, the requesting agency, and the authority for waiving established procedures (the ESF 7/Resource Support Unit and Procurement Unit Coordinator, the Emergency Management Chief, the Director of Public Safety, or the County Administrator). Contracts must be approved by the Board of County Commissioners in all cases. If a quorum of the BCC is not available, the Chairman of the Board or Vice Chairman may approve emergency contracts.

Each agency or municipality that accepts mutual aid assistance is responsible for the resource support to the assisting entity. This includes fuel, lodging (if necessary), reimbursement of costs, etc.

The Okaloosa County Purchasing Department will function as the ESF 7/Resource Support Unit and Procurement Unit Coordinator when the EOC is activated. The Manager of Purchasing will assign sufficient staff to perform the ESF 7/Resource Support Unit and Procurement Unit duties in the EOC to cover 24-hour operations. The Purchasing Department is further responsible for planning and managing the effective coordination and acquisition of resource support to emergency operations. Each municipality should adopt procedures to ensure such planning and management within their jurisdiction and for their assets.

Purchases or contracts will normally be debited from the account of the department requesting the support. In those cases where the support does not fall specifically within the mission of a particular department, but is necessary for humanitarian or emergency operations, the cost may be debited from the Emergency Management accounts. An example would be renting tents used by several agencies, bottled water for work crews, forklifts for unloading supplies, etc.

#### III. SITUATION

# A. DISASTER CONDITIONS

#### 1. Major Emergencies, (Search & Rescue, Hazardous Materials Incidents, Crashes, Etc.)

The above mentioned major emergencies may not result in a formal Declaration of Emergency, but may require rapid purchasing support to supplement heavy equipment assets, to buy emergency supplies, etc.

#### 2. Disasters and Declared Emergencies

Disasters and declared emergencies will require a broad range of resource support to effectively respond and recover. Major fuel purchases will be needed to support mutual aid vehicles, tents and material handling equipment will have to be rented, water and foodstuffs must be purchased, contracts for debris removal will be required, etc.

# B. PLANNING ASSUMPTIONS

Sufficient amounts of outside support will not arrive in the impacted area after a minor disaster for up to 72 hours. After a major or catastrophic disaster, it will be at least 96 hours before such support arrives.

Assets within the county and contract support from outside the county (when sufficient for the mission) should be used before requesting outside government support.

Assets in the county will not be sufficient to clear and haul debris after any hurricane event. Contracting will be required to effectively clear debris, and should begin as soon as possible after the event.

# IV. CONCEPT OF OPERATIONS

# A. GENERAL

Effective resource management in an emergency depends on exploring all possible sources, including commercial and donated support. The nature of emergency operations may require that standard purchasing procedures be abbreviated in the interest of time. This will require vigilance to ensure that public funds are expended in the most efficient manner possible under the circumstances, and that abuses are not allowed. Detailed records must be kept to facilitate later tracking of purchases and equipment.

# B. ORGANIZATION

While the ESF 7/Resource Support Unit and Procurement Unit is the primary agency for coordinating resource support in the EOC, there are a number of other ESFs or agencies that can supplement the efforts of the ESF 7/Resource Support Unit and Procurement Unit. For example, the ESF 15/Volunteers and Donations Unit can be a source of chain saw teams to help clear rural roads. The ESF 11/Food and Water Unit can obtain foodstuffs and distribute them, but the ESF 7/Resource Support Unit and Procurement Unit may need to support their operations by making bulk food purchases. The ESF 13/Military Support Unit, can be a source of loaned equipment such as generators or vehicles.

Within the EOC, all ESFs should keep the ESF 7/Resource Support Unit and Procurement Unit apprised of their resource situation. This is facilitated by updating WebEOC Status Boards and by providing inventories to the ESF 7/Resource Support Unit and Procurement Unit Coordinator. As missions are completed and assets become available, ESF 5/Information and Planning and the ESF 7/Resource Support Unit and Procurement Unit should be advised. This process is further facilitated by the periodic EOC briefings (see the ESF 5/Information and Planning Tab).

# C. RESPONSIBILITIES

#### 1. **Procurement Unit**

The ESF-7/Procurement Unit representative is responsible to:

- Ensure that equipment, where applicable is consistent with FEMA/NIMS Equipment typing.
- Develop a procurement plan for the incident.
- Track equipment through by assignment and time used.
- Ensure that goods and services are procured and tracked to meet the needs of the incident within the authority and the constraints of the Finance/Administration Section and the jurisdictional agency.
- Ensure that resources are acquired and allocated in accordance with incident priorities as set forth by the Incident Action Plan (IAP).
- Provide technical assistance to define and translate requirements into a specification when a requestor is unable to describe an item by resource type or classification system.

#### 2. Resource Support Unit

The ESF-7/Resource Support Unit representative is responsible to:

- See that incident resources are properly checked in.
- Prepare and process resource status change information.

- Develop and maintain displays, charts, and lists which reflect the current status and location of operational resources, transportation, and support vehicles.
- Maintain a file or check-in list of resources assigned to the incident
- Identify, refine, and validate resource requirements throughout the incident life cycle by accurately identifying what and how much is needed, where and when it is needed, and who will be receiving or using the resource.

If the situation warrants, the Okaloosa County Purchasing Manager is responsible for providing support staff to fill the roles of Supply Unit Leader and Facilities Unit Leader under the Logistics Section. The roles for these Units are as follows:

# 3. Supply Unit Leader

The responsibilities of the Supply Unit Leader include:

- Ordering personnel.
- Ordering, receiving, and storing all supplies for the incident.
- Maintaining an inventory of supplies.
- Servicing non-expendable supplies and equipment.

# 4. Facilities Unit Leader

The Facilities Unit Leader is primarily responsible for the activation of incident facilities (i.e., the base, camp(s), and Incident Command Post). The unit provides sleeping and sanitation facilities for incident personnel, and manages base and camp operations. Each facility is assigned a manager who reports to the Facilities Unit Leader and is responsible for managing the operation of the facility. The basic functions or activities of the base and camp managers are to provide security service and facility maintenance.

The Facilities Unit Leader reports to the Support Branch Director under the Logistics Section. Close liaison must be maintained with the Food Unit Leader, who is responsible for providing food for all incident facilities.

#### D. NOTIFICATION PROCEDURES

OCPS will notify the Purchasing Department, Finance Department, and support agencies listed above along with the municipalities of an impending emergency or emergency in progress when possible. Those entities will institute procedures for disseminating alert information to their personnel and subdepartments.

County Departments provide OCPS with listings for contacting personnel after regular work hours. Each department maintains its own resource listing, and the Purchasing Department maintains an inventory of all equipment valued at \$1000.00 or more. This inventory is inspected and updated on an annual basis, and lists the location as well as the type of equipment.

#### E. RESPONSE ACTIONS

#### 1. Alert Phase

This Unit will identify the primary source of equipment, supplies, and personnel that exists, along with support agencies' resources and local sources outside of the impacted area. Support which cannot be obtained from these sources will be obtained from commercial sources.

When agencies are notified of an impending emergency, they will evaluate their current supply situation and determine if existing inventories are sufficient to meet the immediate situation and mitigate the hazard. If additional assets are needed, they will coordinate with the ESF 7/Resource Support Unit and Procurement Unit Coordinator for the acquisition of supplies. An example would be batteries, bottled water for the EOC and operating crews, chain saw blades, etc. The ESF 7/Resource Support Unit and Procurement Unit Coordinator will determine the source for such supplies, and take action within established policies.

If large amounts of debris can be expected, the ESF 7/Resource Support Unit and Procurement Unit Coordinator should contact potential sources of contract support to lay the groundwork for rapid initiation of contracts after the event. Currently an annual, renewable contract exists with DRC Inc. of Mobile Ala.

In hurricane alerts, coordinate with OCPS to obtain portable toilets according to the scheme established in the ESF 8/Health and Medical Unit Tab.

The ESF 7/Resource Support Unit and Procurement Unit should coordinate with the listed support agencies to determine what actions they are taking to obtain resources, and what the expected level of supplies will be. Determine any additional resource needs.

Evaluate the possibility that the county may need to lease properties or buildings to continue essential operations in the event facilities are heavily damaged. Contact property management companies in the area to determine availability and pricing. The BCC will have to approve any leases when required.

Ensure that sufficient copies are made of blank equipment loan forms and distribute to county departments.

Provide sufficient staff to the EOC to operate on a 24-our basis.

Coordinate with other ESFs to determine where incoming supplies will be staged. Refer to the Master Location List, for potential staging areas, In the Appendix section of the CEMP.

#### 2. Response Phase.

As resource requests come into the EOC, coordinate with other members of the EOC staff to determine if the demand can be met with available resources.

Establish contact with the State Logistics Base to work out procedures for requesting and transporting resources. Coordinate with the ESF 1/Transportation Unit for transportation arrangements.

Ensure that county departments are tracking loaned resources. Each loan should be documented with the equipment type, model, property number and owning department. Also, the name of the borrowing agency, name of the person accepting delivery, address where the equipment will be used, phone number of a contact person, and signature of the person accepting the equipment should be included. Departments loaning equipment should retain a copy of the receipt and forward a copy to the ESF 7/Resource Support Unit and Procurement Unit Coordinator. When the operation is closed out, the ESF 7/Resource Support Unit and Procurement Unit should inquire with each department to ensure that equipment has been returned.

All equipment acquired before, during, and after the event shall be consistent with FEMA/NIMS Equipment Typing. All existing equipment shall be typed according to the FEMA Equipment/Resource typing system to ensure consistency in resource requests.

Maintain close coordination with other ESFs (including volunteer groups), vendors, and the State Logistics Base to ensure effective utilization and tracking of resources. Make sure other ESFs are updating their equipment availability listings as missions are accomplished.

Transportation procedures are specified in the ESF 1/Transportation Unit Tab.

Provide information as requested by the Planning Section in order to complete updates to the Incident Action Plan (IAP).

Work with the Resource Management Unit under the Planning Section to track the usage and deployment of County and mutual aid resources. This should be coordinated through communications with the Logistical Staging Areas. Under this responsibility, the Procurement Unit shall ensure:

- Source organizations are promptly notified when their deploying personnel formally check in on scene.
- Coordination with the Resource Management Unit to ensure that demobilization planning begins as soon as possible.
- All nonexpendable resources are fully accounted for at the incident site and again upon return to the issuing unit.
- Returned resources are restored to fully functional capability and readied for mobilization.

- Broken and/or lost items are replaced, whether through the Supply Unit, by the organization with invoicing responsibility for the incident, or as defined in pre-incident agreements.
- All expendable resources are fully accounted for.
- The restocking of expendable resources occurs at the point of resource issue.
- The incident management organization bears the costs of expendable resources, as authorized in preplanned financial agreements concluded by preparedness organizations.
- All returned resources that are non-restorable, whether expendable or nonexpendable, are declared as excess according to controlling entity policies and regulations.
- The management of resources requiring special handling and disposition (e.g., biological waste, contaminated debris) complies with established regulations and policies.
- Coordination with the Okaloosa County Budget Officer under the Administration/Finance Section to ensure that Okaloosa County jurisdictions have implemented and institutionalized processes and/or procedures that ensure resource providers are reimbursed in a timely manner, including mechanisms for collecting bills, validating costs against the scope of the work, ensuring proper authorities are involved, and accessing reimbursement programs.

#### V. REFERENCES

Chapter 252, Florida State Statutes

Florida Comprehensive Emergency Management Plan

State of Florida Resource and Financial Management Policies and Procedures for Emergency Management

Okaloosa County Purchasing Department Peacetime Disaster Plan

#### ESF 8 -- HEALTH AND MEDICAL UNIT TAB

- **PRIMARY AGENCIES:** Department of Public Health Department of Public Safety
- SUPPORT AGENCIES: American Red Cross Okaloosa County Medical Examiner Florida Gulf Coast Disaster Medical Assistance Team Bridgeway, Inc. Critical Incident Stress Debriefing Team VOAD Panhandle Animal Welfare Society (PAWS) Okaloosa County Extension Office
- PRIVATE AGENCIES: Home Health Care Agencies Moonlighting Nursing Services Ft. Walton Beach Medical Center North Okaloosa Medical Center Twin Cities Hospital
- NIMS: The lead serves as the Health and Medical Unit Leader who reports directly to the Logistics Section Chief under the Okaloosa County NIMS/EOC Integrated Management Structure.

#### I. INTRODUCTION

# A. PURPOSE

The ESF 8/Health and Medical Unit coordinates and performs services in response to public health needs prior to, during, and after the onset of a significant emergency. This tab will address the means in which the various agencies with health and medical responsibilities will work in concert to meet such contingencies.

#### B. SCOPE

Each agency has developed its own distinct mission profile for routine incidents and day-to-day operations. County, state, and federal regulations and legislation regulate those operations. This plan does not seek to usurp those regulations and laws, but describes how the agencies should work together to meet exigent circumstances. The plan also establishes operational principles and procedures, as well as

general policies and goals to meet the public's health and medical needs in a disaster.

#### II. AGENCY RESPONSIBILITIES

#### A. DEPARTMENT OF HEALTH

The lead agency representative for the ESF-8/Health and Medical Unit serves as the Health and Medical Unit Leader who reports directly to the Logistics Section Chief under the Okaloosa County NIMS/EOC Integrated Management Structure.

The Florida Department of Health in Okaloosa County Director has primary functional responsibility for assessing the health and medical needs of the community during a significant emergency. The Director will formulate and coordinate the necessary procedures for coordinating with other representatives of the health care community to achieve this function.

The Florida Department of Health in Okaloosa County will have functional responsibility for determining the existing or potential threats posed by contaminated food or water (including swimming areas), animals, sewage leaks or runoff, or other sources of environmental health hazards. It must be noted the Florida Department of Business and Professional Regulation has authority over certain food service/distribution establishments. In addition the Department of Agriculture and Community Services has authority over grocery and convenience stores. When activated, the EOC will request the State EOC to implement actions necessary to ensure proper inspection of food facilities under state supervision. The Florida Department of Health in Okaloosa County will monitor the food safety situation and will, within the limitations of staff and authority, take corrective action as necessary. When corrective action cannot be immediately taken, the Community and Environmental Health Director of the Florida Department of Health in Okaloosa County will advise the Director of Public Health and other such agencies or personnel as necessary.

The Florida Department of Health in Okaloosa County Director, or their designee, will be the primary ESF 8/Health and Medical Unit Coordinator in the County Emergency Operations Center.

The County ESF 8/Health and Medical Unit will coordinate with the State EOC and the local office of the Florida Department of Business and Professional Regulation for additional food inspectors, and license verification of medical/health care personnel who are responding to assist from out of state. This is a state responsibility, but the Public Health Director will coordinate with the proper authorities so as to monitor the situation and advise the EOC of any problems.

The Florida Department of Health in Okaloosa County will be responsible for administering and operating the Special Needs Shelters. Such shelters are planned for Davidson Middle School and Shoal River Middle School. This does NOT mean that the Florida Department of Health in Okaloosa County is responsible for providing all the staff necessary for such shelters. The Florida Department of Health in Okaloosa County Director will advise OCPS on the staff and supply requirements, and will seek solutions to identified shortfalls. It is recognized that meeting all the needs of Special Needs Patients is beyond the resources of local government and local public health, but requires the cooperation and assistance of the private sector healthcare industry.

The Florida Department of Health in Okaloosa County will provide information to the ESF-5/Planning Section as required for inclusion into the Incident Action Plan.

# B. OKALOOSA COUNTY PUBLIC SAFETY (OCPS)

The OCPS EMS Division has primary functional responsibility for responding to the emergency medical needs of the public in a significant emergency.

The EMS Chief and EMS Medical Director shall have day-to-day functional responsibility to ensure development of proper and effective medical protocols, compliance with county, state, and federal laws regulating emergency medical service, and the proper training of all response personnel. Many of these laws and regulations make provisions for waivers during disasters or other significant emergencies. The EMS Chief and EMS Medical Director shall be responsible for ensuring that, when necessary for the public safety, such waivers are properly requested and documented. Realizing that such exceptions to laws and regulations are often vague, and subject to the interpretation of the current administration of the responsible agency, the EMS Chief and Medical Director will, when practical, consult with such agencies in advance to determine what exceptions may be allowed.

The EMS Chief shall determine when local resources are no longer sufficient to handle the emergency medical needs of victims or potential victims, and will initiate action to request additional EMS assets from external sources. The EMS Chief, Director, and the Director of Public Health will seek opportunities for obtaining cooperation from the private sector healthcare industry in assisting with the Special Needs Program and shelters.

The Office of Emergency Management's Crisis Awareness and Referral in Emergencies (CARE) Team will, when practical, assist in disaster mental health through outreach to neighborhoods impacted by disasters and major emergencies.

# C. AMERICAN RED CROSS

The Red Cross is responsible for mass care of the public in disaster situations (see ESF 6/Mass Care Unit for description). This does not include emergency medical needs beyond the first aid and Good Samaritan role in shelters. In the area of general health, the Red Cross may assist by providing food and drink to disaster victims. Arranging post-disaster sheltering, providing cleaning supplies after floods, and assisting in the coordination of replacing prescription medications for disaster victims.

# D. OKALOOSA COUNTY MEDICAL EXAMINER

The Okaloosa County Medical Examiner, working in coordination with the Florida Department of Health in Okaloosa County Director, will be responsible for coordinating mortuary services in mass-fatality events. The Medical Examiner also reports autopsy results to the Florida Department of Health in Okaloosa County Director when they indicate a risk to the general public health. Additional support may be available through the Florida Funeral Directors Association and the ESF 8/Health and Medical Unit at the State EOC.

# E. PANHANDLE ANIMAL WELFARE SOCIETY

The Panhandle Animal Welfare Society (PAWS) will function as the animal care coordinator. When animal issues become a public health issue, PAWS will inform and coordinate with the FDOH – Okaloosa Community and Environmental Health Director and, in the case of agricultural animals, the Okaloosa County Extension Agent. PAWS maintains a disaster response plan to deal with loose pets and animals, capturing and holding, emergency veterinary services, etc.

# F. OKALOOSA COUNTY EXTENSION AGENT

The Okaloosa County Extension Agent shall have responsibility for monitoring the general situation involving agricultural animals. In the event that such animals are suffering distress from the emergency (lack of food, water, shelter, etc.), the Extension Agent will take action within his/her authority and capabilities. In cases where the Extension Agent's authority or capabilities are insufficient for the situation, he or she will coordinate with PAWS and the Emergency Operations Center to ensure corrective action is taken.

# G. BRIDGEWAY, INC.

Bridgeway, Inc. supports the operation by providing Mental Health Outreach and counselors. Bridgeway will coordinate its activities thru the ESF 8/Health and Medical Unit Coordinator. Whenever possible, Mental Health counselors will be made available to Field Aid Stations, Comfort Stations, and Disaster Application Centers in the aftermath of a disaster. During the restoration and recovery phase, Bridgeway will continue follow-up visits and, if necessary, staff satellite offices to help disaster victims deal with the aftermath in rational and acceptable ways. In those cases where the number of locally available counselors cannot meet the need, the ESF 8/Health and Medical Unit Coordinator should request assistance from mutual aid or national teams by contacting the State EOC ESF 8/Health and Medical Unit.

# H. CRITICAL INCIDENT STRESS DEBRIEFING (CISD) TEAM

CISD teams will assist emergency responders in dealing with the stress of emergency operations. The team can be contacted by any emergency response agency via the county's 24-hour Warning Point.

# I. VOLUNTEER ORGANIZATIONS ACTIVE IN DISASTERS (VOAD)

VOAD may be able to provide additional assistance through its network of service agencies. The level of support available will depend on operational commitments and the availability of volunteers.

#### III. SITUATION

# A. DISASTER CONDITIONS

#### 1. Floods

Floods may result in contaminated water wells and swimming areas due to the escape of raw sewage and other hazardous materials. Flooded cemeteries can result in flotation of coffins. Floods may also pose significant water rescue problems for people stranded or swept away by moving water. Standing water will also pose special problems for mosquito control. Floodwaters will transport snakes and other aquatic creatures to inhabited areas.

#### 2. Hurricanes or Windstorms

Hurricanes or windstorms can result in loss of power to large areas for extended periods. This may result in adverse health and medical conditions due to the effects of heat and cold on susceptible persons, loss of power for life-sustaining medical equipment, unsafe drinking water and spoiled food. Many citizens do not understand the rules for proper handling of thawed or unrefrigerated food, and may inadvertently become ill. Some unscrupulous businesses may try to use marginally acceptable foods in an attempt to reduce losses. Extended power losses or floods can result in contaminated drinking water, in both water systems and private wells. Repair programs after the storm can lead to traumatic injuries, as well as injuries caused by exposure and over-exertion.

# 3. Bus, Train, & Aircraft Crashes

The above mentioned crashes may result in traumatic injuries due to impact, explosion and/or fire. Secondarily, they pose a mortuary problem for proper recovery, security, and processing of deceased victims.

#### 4. Infectious diseases

Infectious diseases, depending on their vector, ease of transmission, target population, end effect and available defenses, may cause varying degrees of practical and emotional problems. Local resources, either in terms of personnel or medical supplies, can be quickly exhausted. Public understanding of the threat and corrective action is lower for this threat than for any of the others.

#### 5. Hazardous Materials Incidents

Hazardous materials incidents are usually confined to a small area, but may threaten entire communities with the hazard of delayed medical effects or rapid onset of severe cardiac, respiratory, or systemic injuries and conditions. Chemical spills near water wells may contaminate drinking water.

# 6. Biological and Chemical Terrorism

Biological and chemical terrorism is now fully recognized as a potential threat in the United States. These incidents can be difficult to detect and require significant pre-planning and training in order to assure that all responders understand the unique issues related to the appropriate response. Local resources can be quickly depleted and in many cases will not be sufficient to deal with such a form of terrorism. Coordination with state EOC, State Department of Health, and the Center for Disease Control (CDC) will be critical. Public understanding of the threat and corrective action is lower for this threat than for any of the others.

# B. PLANNING ASSUMPTIONS

# 1. Warning

There may be as little as 12 to 24 hours warning for floods and hurricanes. Hazardous materials, aircraft, train, or infectious disease incidents will provide no warning and will escalate rapidly.

#### 2. Resources

Local resources will usually be enough to control and initially stabilize most events, but any major incident will require external support. Local military commanders will provide support if resources are available and if military support is need to protect the public health and safety from an immediate threat. In hurricane situations, outside support may take 72 to 96 hours to arrive in meaningful numbers. Internal resources, including contracting (if practical), must be exhausted before external support is provided.

# IV. CONCEPT OF OPERATIONS

# A. GENERAL

Events may occur with little or no warning. In a community-wide emergency, the ESF 8/Health and Medical Unit will be responsible for provision and coordination of services, equipment, supplies and personnel to meet needs resulting from such disasters. These needs will be met with staff and material resources currently existing in county and private agencies, mutual-aid responders, and volunteer organizations.

Each agency will prepare and maintain plans in support of this tab that will include, as a minimum, procedures for internal notification of personnel, preparedness activities, minimum staffing and supply lists, checklists for plan execution, and chain of command/authority.

# B. ORGANIZATION

When the EOC is activated, the Florida Department of Health in Okaloosa County Director will be the ESF 8/Health and Medical Unit Coordinator. He or she will designate a representative to act as an alternate during vacations and shift relief. All missions, problems, and resource requirements for health and medical (excluding emergency response) will be coordinated through the ESF 8/Health and Medical Unit Coordinator. Emergency response to medical emergencies will be handled thru the EMS representative in the EOC or Fire/Rescue.

The EMS Chief will oversee all aspects of EMS operations, and will coordinate with other elements of the ESF 8/Health and Medical Unit, the EMS Medical Director, and the Florida EMS Office. The EMS Chief will, as necessary, conduct field inspections and evaluations to determine the need for corrective or additional actions necessary to meet emergency medical needs of the public.

If necessary for the health and safety of the public, EMS may act in concert with other elements of the ESF 8/Health and Medical Unit to establish field aid stations for the evaluation of injuries, treatment of minor injuries, inoculations, etc. Such needs and efforts will be coordinated with the Florida Department of Health in Okaloosa County Director, other ESF 8/Health and Medical Unit agencies, and other emergency support function representatives in the EOC. When practical, such aid stations should be sited in close proximity to other established (or planned) mass care facilities.

In events that do not require activation of the EOC, the Director of Public Safety, the Emergency Management Chief, or the EMS Chief will ensure proper coordination among concerned agencies within their realm of responsibility.

# C. NOTIFICATION PROCEDURES

Okaloosa County Division of Emergency Management (DEM) will notify the primary and support agencies when the EOC is to be activated and of initial actions. The ESF 8/Health and Medical Unit will relay such information other agencies within the healthcare community, as necessary. Thereafter, the ESF 8/Health and Medical Unit will be responsible for updating support and private agencies within the ESF 8/Health and Medical Unit and other ESFs within the EOC.

Each agency will notify its own personnel and clients, as necessary.

The ESF 8/Health and Medical Unit Coordinator will prepare healthrelated public information releases and coordinate them through ESF 14/Public Information, in the EOC. Any public information releases that concern public health issues, regardless of source, must be coordinated with the ESF 8/Health and Medical Unit Coordinator before release. All water utilities should coordinate with the ESF 8/Health and Medical Unit Coordinator prior to making statements about the suitability of drinking water.

Identification of victims and notification of next-of-kin will be coordinated by the ESF 16/Law Enforcement and Security Unit with support of the Medical Examiner, Red Cross and other support agencies as needed.

If the EOC determines that a residential health care facility should be evacuated, the decision or recommendation will be coordinated with the facility administrator, the ESF 1/Transportation Unit Coordinator, the ESF 8/Health and Medical Unit Coordinator, and DEM. Issues such as transportation of the residents and housing them in a reception facility are among the pre-planning responsibilities of the facility, but contingencies may prevent them from successfully carrying out their responsibilities. Close coordination is necessary to ensure that evacuation of the facility is essential and that the health needs of residents are met.

# D. RESPONSE ACTIONS

In low-impact emergency events not requiring activation of the EOC, response will be conducted under the command system described in the basic plan. DEM management personnel may respond to the scene to set up a Forward Command Post to facilitate coordination and communications among the various responding and support elements. Coordination will take place via face-to-face contact between Chiefs in the field or by radio and telephone via dispatch centers and hospitals. If necessary, the Emergency Management Chief may deploy the DEM Crisis Awareness & Referral in Emergencies (CARE) Team to evaluate the emotional impact on the victims. The CARE Team may conduct a "Disaster Mental Health" triage to determine if additional assets are needed.

In high-impact events requiring activation of the EOC -- usually events that impact a large area of the county or high population numbers -overall command may be assigned to DEM if the Board of County Commissioners declares a State of Emergency. Individual incidents within the overall situation will be coordinated by the incident command system described in the basic plan. Coordination will be accomplished through the EOC. Individual elements of the ESF 8/Health and Medical Unit will inform the EOC of response conditions and problems, resource requirements, etc.

In hurricane situations, OCPS EMS assets will deploy with fire/rescue prior to landfall, and will remain with such cell as long as it is operationally necessary and practical. The EMS Chief will coordinate EMS participation in such cells through the EMS Shift Commanders and Fire Chiefs. If EMS loses communications with their deployed assets, the EMS units assigned to the fire/rescue cell will fall under the operational control of the fire chief. EMS will retain operational control of its assets as long as communications are maintained, but EMS Liaisons with each cell will coordinate all EMS operations with the fire chief. EMS personnel will not serve as shelter staff. Other jurisdictions have used EMS personnel for shelter staff in past hurricanes, and it has proven to be detrimental to providing emergency medical aid during and after the hurricane strike.

The Special Needs Shelter will be staffed by a combination of Public Health Nurses, volunteer nurses from home health care agencies, and temporary contract nurses or other staff (if available). The Florida Department of Health in Okaloosa County Director will take action to ensure that agencies under his/her supervision provide sufficient staff to service the Special Needs Shelters on a 24-hour basis. If additional staff is required, the ESF 8/Health and Medical Unit Coordinator shall inform the EOC, who will take action to obtain additional support through contract support, VOAD, or other agencies. Payment of contract nurses should be arranged through the ESF 7/Resource Support Unit, and billed to Okaloosa DEM. The Red Cross and DEM will attempt to provide nurses for other shelters.

The ESF 8/Health and Medical Unit Coordinator will be responsible for the overall assessment of the health and medical needs of the county in a disaster. One methodology for accomplishing this would be the use of the Rapid Impact Assessment Team checklist (located at the Okaloosa Public Health and DEM office). The ESF 8/Health and Medical Unit Coordinator may establish procedures for obtaining this information through ESF 5/Information and Planning, and from other community organizations such as hospitals, EMS, etc.

The Florida Department of Health in Okaloosa County Community and Environmental Health Director, working in concert with the Okaloosa County Solid Waste office (available via the ESF 3/Public Works and Engineering Unit) and municipal public works agencies, will establish means for collecting and disposing of contaminated or spoiled foodstuffs. The preferred procedure is for families to dispose of the food in the normal garbage collection process, but this may not be feasible under different conditions. Alternative methods include establishment of collection points, roving trucks specially designated for the purpose, or patrols targeted toward food service and distribution establishments. Private contractors, such as Environmental Waste and Waste Management, can provide material and personnel assistance. Contract costs should be coordinated through the ESF 7/Resource Support Unit and Procurement Unit and billed to Okaloosa County Solid Waste or city public works agencies.

The Florida Department of Health in Okaloosa County Community and Environmental Health Director will take action to ensure all water systems, both public and private, and water recreation areas are tested for water quality in any situation where there is reason to believe the water may pose a threat to the public health. The ESF 8/Health and Medical Unit will publish guidelines for testing or purifying water from private wells. Additional information may be found in the ESF 3/Public Works and Engineering Unit, and the ESF 11/Food and Water Unit, Tabs.

The ESF 8/Health and Medical Unit will monitor the situation involving pests and rodent control, coordinate with the ESF 3/Public Works and Engineering Unit to ensure that debris piles in problem areas are removed as quickly as possible, coordinate with PAWS and the ESF 3/Public Works and Engineering Unit for removal of animal carcasses

that pose a threat to health due to fly infestation and scavenging animals, coordinate with Mosquito Control to treat areas of standing water and spraying operations.

# E. MORTUARY PROCEDURES

The Florida Department of Health in Okaloosa County, Medical Examiner, and law enforcement agencies will conduct mortuary operations in accordance with the HRS PHU Disaster Plan. Additional support will likely be required from the Funeral Directors' Association, Eglin AFB (for cold storage), local dentists, etc.

# V. RESOURCE REQUIREMENTS

# A. PERSONNEL

# 1. Public Shelters

It is desirable to have either one or two nurses in each public shelter. The Red Cross will try to have volunteer nurses at all regular public shelters. Nurses working in a Red Cross administered shelter will adhere to Red Cross protocols unless doing so would put sheltered individuals health at risk. If there is a shortfall, the Red Cross should notify the ESF 8/Health and Medical Unit, who will attempt to obtain the necessary number of nurses through the ESF 15/Volunteers and Donations Unit, Moonlighting Nurses or other sources. The ESF 7/Resouce Support Unit and Procurement Unit will charge the costs of private nurses to Emergency Management. EMS personnel will not serve as shelter staff.

# 2. Special Needs Shelters

Each such shelter will require at least two nurses per shift on a 24-hour basis. The Florida Department of Health in Okaloosa County will provide Public Health Nurses, and certain Home Health Agencies have historically volunteered to provide nurses to the Special Needs Shelters. Home Health Care Agencies, Hospice and Nurse Registries are required to provide the same type and quantity of services to clients sheltering in the Okaloosa County Special Needs Shelter. This may require some agencies to stage staff within the shelter. Additional resources may be available from other contract sources. The objective of establishing these shelters is to provide a separate refuge for persons with special medical needs, and to provide a certified nursing assistant level of care including minimal medical observation and care necessary to support those persons. Specific capabilities for the Okaloosa County Special Needs Shelter can be found in the Florida Department of Health in Okaloosa County All-Hazards Plan, Annex 2, Tab 10: Special Needs Shelter Plan. Practical considerations will necessarily limit the types and amount of care available. Specific supply lists are included in the Okaloosa County Public Health Disaster Plan.

# 3. EMS Response

EMS will maintain procedures for recalling off-duty personnel to meet the needs of significant events. In hurricane scenarios, EMS will recall sufficient personnel to staff all fire/rescue cells in accordance with its standard operating procedures. As a minimum, each cell will be staffed by two shifts to allow 12-hour operations by each shift. The EMS third shift may be kept in reserve if necessary.

# 3. Field Aid Stations

The EMS Chief, EMS Medical Director, and Florida Department of Health in Okaloosa County Director will consult to determine the staffing requirements of individual aid stations. These requirements will change from incident to incident, and from station to station. Stations may not need to operate for 24 hours each day. Sources of staff are EMS, volunteers from hospitals, the Okaloosa-Walton Medical Reserve Corps, the Florida Department of Health in Okaloosa County, and the Florida One -DMAT.

# 5. Emergency Operations Center

The ESF 8/Health and Medical Unit Coordinator will designate two alternates who will provide shift relief or back-up during vacations. The ESF 8/Health and Medical Unit desk will be staffed during all hours that the EOC is open. EMS will ensure there is an EMS Shift Commander present at the Fire/Rescue Command Post (located in the EOC complex) to coordinate EMS response and assistance.

# B. MEDICAL EQUIPMENT AND SUPPLIES

# 1. Shelters

The Florida Department of Health in Okaloosa County will develop a list of supplies and equipment necessary for the Special Needs shelters. The Florida Department of Health in Okaloosa County will be responsible for purchasing and maintaining revolving supplies of said materials. Re-supply during an emergency will be coordinated through the ESF 7/Resource Support Unit and Procurement Unit Coordinator, and billed to Emergency Management. Oxygen tanks may be obtained through the local Air Products office or home health care agencies. The Florida Department of Health in Okaloosa County Director will inform EMS of the oxygen requirements, and EMS will take action to obtain oxygen in sufficient quantities (Oxygen supplies will be billed to EMS).

The Red Cross will be responsible for supplying shelter first-aid kits at Red Cross administered shelters.

The EMS has mass-casualty basic life support caches and has pre-positioned them at fire departments and selected schools. EMS will obtain re-supply as necessary.

#### 2. Response

OCPS EMS maintains a disaster cache of backboards and medical supplies for no-notice events. For hurricane scenarios, EMS will ensure it has additional supplies according to OCPS standard operating procedures. The EMS Chief will ensure that emergency re-supply is obtained in a timely manner by working through the EMS Supply Manager and the ESF 7/Resource Support Unit and Procurement Unit Coordinator. Re-supply will be billed to EMS.

# 3. Aid Stations

OCPS EMS will develop supply lists for each aid station according to the particular station's mission (see sample list at Table 1-8 at end of this tab). Initial supplies will come from existing EMS stocks. The DMAT supply list will be used as a starting point for determining the necessary supplies and equipment. In a major or catastrophic disaster, OCPS EMS will use local DMAT resources for initial needs, with re-supply coordinated thru the ESF 7/Resource Support Unit and Procurement Unit. EMS will also inform local hospitals of potential supply needs, and use those hospitals as a supply source when possible.

# 4. Emergency Operations Center

The Office of Emergency Management has provided a basic-life support kit for the EOC. Emergency power is provided by Uninterruptible Power Supplies and a diesel generator (3-5 day fuel supply).

# C. FACILITIES

# 1. Shelters

The Okaloosa School District provides buildings for use as shelters or aid stations, per agreement and state law. Special Needs Shelters will be established at Davidson Middle School and secondary, at Shoal River Middle School.

The School District, Red Cross, and Florida Department of Health in Okaloosa County have coordinated to set aside identified areas of designated schools as the special needs refuge under supervision of the ESF 8/Health and Medical Unit. If additional buildings are necessary for unforeseen events, the ESF 8/Health and Medical Unit Coordinator will work with the Emergency Manager to locate and obtain such buildings. Churches, schools etc. may be available for use.

The ESF 7/Resource Support Unit and Procurement Unit will take action during the Alert Phase to contract for delivery of at least four portable toilets per shelter, with delivery to occur simultaneously with shelter opening. Additional toilets may be necessary as the emergency progresses. Environmental Health will recommend the number of toilets needed based on the sheltered population and the anticipated length of their stay. Costs of rental and servicing of the toilets will be billed to Emergency Management.

The responsibilities of the Red Cross and school personnel are set forth in the shelter agreement between the Red Cross and Okaloosa School District. The Red Cross is responsible for overall shelter management and food preparation. The law enforcement agency having primary jurisdiction over the shelter facility will provide at least one law enforcement officer per shift.

# 2. Aid Stations

Aid Stations, if needed, may be set up in the locations specified below. If circumstances of the particular event dictate that a facility not listed be used, the EMS Chief and Emergency Management Chief will collaborate on locating and obtaining another facility. In catastrophic disasters where roadways are initially blocked and prevent the timely establishment of aid stations as shown below, surviving fire stations will become temporary aid stations. When aid stations are used, the EMS Chief should coordinate with the ESF 1/Transportation Unit to have vans or busses stationed nearby to transport patients with minor injuries to local hospitals, if necessary.

# a. North County

- Laurel Hill School
- Baker Recreation Area
- In Crestview, the North Okaloosa Medical Center will function as the walk-in assistance station unless circumstances require an additional facility be opened.

# b. Central County

- Bluewater Bay Elementary School
- In Niceville, Twin Cities Hospital will function as the walk-in assistance station unless circumstances require an additional facility be opened.

# c. South County

Ft. Walton Beach Senior Center

- Okaloosa Island Fire Department (requires tentage . and generators for support).
- Destin Community Center

#### 3. Vehicles

Existing ambulances and fire apparatus, along with mutual aid resources, should be sufficient to meet medical transportation needs. Other resources may be available to meet short-term needs over and above available medical/fire assets. For example, Eglin Air Force Base has Ambulance Busses, Eglin and the Army Ranger Camp has helicopters and ambulances, and small boats that are available from a variety of sources. Emergency Management or the ESF 1/Transportation Unit Coordinator in the EOC can arrange for additional vehicle support, as needed.

	1 gross of 4x4 bandages
of 1" paper tape	20 each air cast for arms,

Sample Supply List, Field Aid Station

18 cots	1 gross of 4x4 bandages
100 rolls of 1" paper tape	20 each air cast for arms, legs
48 each, disposable scalpel	72 bottles, hydrogen peroxide
48 of 3-0 suture, nylon	300 alcohol swabs
30 disposable suture sets	6 dozen 7 ½ sterile gloves
6 dozen Betadine scrub brushes	36 wood splints
48 aluminum/foam finger splints	6 dozen of 2" and 4" cloth tape
100 Red bags, 100 trash bags	24 each slings
400 each sterile 4x4's	100 2-,3-,4- & 6-inch klings
200 large & small bandaids	100 Adaptic and/or telfa
Suction bulb	100 60 cc syringes (for irrigation)
200 steristrips	40 razors
12 sharps containers	30 IV sets
2 glucometer & compatible strips	2 Otoscopes with speculums
6 BP cuffs	100 large freezer ziploc bags
6 thermometers	vacutainers
cotton balls	60 each 20 gauge intracath
5 boxes (12 ct) each of 3-0, 4-0,	5 boxes (12 ct) each of 3-0 and
5-0 and 6-0 Nylon sutures	5-0 vinyl sutures
12 needle holders	300 Insulin syringes
2 glucometer & compatible strips 6 BP cuffs 6 thermometers cotton balls 5 boxes (12 ct) each of 3-0, 4-0, 5-0 and 6-0 Nylon sutures	2 Otoscopes with speculums 100 large freezer ziploc bags vacutainers 60 each 20 gauge intracath 5 boxes (12 ct) each of 3-0 and 5-0 vinyl sutures

# Sample Supply List, Field Pharmacy

Keflex 250 mg capsules – 500	Tylenol 3 500
Mepergan Forte 250	Betadine 6 gallons

Bactroban cream 12 tubes	Procardia 10 mg 100
Benadryl 25 mg 200	Insulin, "R" and "NPH" 6 bottles each
Tetanus 6 vials	Sterile Opthalmic irrigant 6 bottles
1% Hydrocortizone cream 12 tubes	1% Lidocaine (general anes.) 40
1000cc D5NS 30	Refrigerator or ice chest w/ice

#### VI. REFERENCES AND AUTHORITIES

Chapter 252, F.S.S.

F.A.C. Chapter 10D-66

F.A.C. Chapter 59-A-3

F.A.C. Chapter 59-A-4

F.A.C. Chapter 59-A-5

Public Law 920-81

Okaloosa County Public Safety Standard Operating Procedures for Significant Incidents.

HRS Okaloosa County Public Health Unit Disaster Plan

American Red Cross Disaster Services Regulation 3041

<u>The Psychological Effects of Hurricane Andrew on Elementary and Middle</u> <u>School Children</u>, Natural Hazards Research and Applications Information Center.

Memorandum of Understanding, U.S. Army 6<sup>th</sup> Ranger Training Battalion and the Department of Public Safety, BCC

Memorandum of Understanding, U.S. Air Force 40<sup>th</sup> Flight Test Squadron and the Department of Public Safety, BCC.

Okaloosa County Public Safety CARE Team Standard Operating Procedures.

Panhandle Animal Welfare Society Disaster Plan

#### MEDICAL SERVICES (ESF 8) COORDINATOR DESCRIPTION OF DUTIES

#### EOC GROUP: HUMAN SERVICES

#### MAJOR RESPONSIBILITIES OF THE ESF 8 COORDINATOR

The ESF 8 Coordinator's responsibilities are operational and administrative in nature. They are designed to assure that the public health is maintained at a reasonable level of well being commensurate with the nature and scope of the disaster. The ESF 8 Coordinator must coordinate his or her activities with a wide variety of other agencies to insure proper actions are taken to protect the public health.

The ESF 8 Coordinator is also responsible for preparing public information statements regarding health advisories. The ESF Coordinator will prepare these advisories, but release them through the EOC PIO.

#### ACTIONS OF THE ESF 4 COORDINATOR

Report to the EOC when it activates. Before doing so, brief his or her staff on the operation, the objectives, and the major tasks to be carried out.

When reporting to the EOC, bring personal equipment and supplies necessary to support 96 hours of operation.

Sign in on the EOC ESF Chart on the EOC wall.

Initiate and maintain a journal of all events

Familiarize with the ESF 8 Tab.

Introduce yourself to other ESF Coordinators. As time allows, make sure the coordinators for Public Works (ESF 3), Mass Care (ESF 6), and Food & Water (ESF 11) understand the need to coordinate health issues (such as safety of drinking water) with ESF 8.

Ensure that the Special Needs Units are being activated and staffed in a timely manner. If there is a staffing problem, inform the EMS Chief, the Emergency Management Chief, or the Public Safety Director as quickly as possible.

Ensure that ESF 7 has taken action to obtain portable toilets for shelters as listed in the table, Tab 8.

Coordinate with the proper agencies to insure there are plans to bring in additional inspectors for commercial food establishments if necessary.

Coordinate with the Cooperative Extension Agent and the Panhandle Animal Welfare Society to insure mutual understanding of how animal-caused health threats to humans will be handled. Such threats may arise from pet or farm animal carcasses, roving pets, etc.

Coordinate with the Medical Examiner to insure he or she is prepared to deal with multiple fatalities if such problems should arise.

Coordinate with other healthcare providers (home-health agencies, clinics, doctors, etc) to obtain cooperation and assistance in the emergency.

Coordinate with Bridgeway and/or other mental health providers to ascertain their specific plans for mental health outreach in the emergency. Also determine the availability for CISD counselors for disaster workers.

Periodically check with healthcare facilities (hospitals, nursing homes, etc) to determine their actions and current status. If they advise you of a problem, attempt to resolve it through the other ESF Coordinators and inform the ESF 5 Coordinator.

Coordinate with ESF 3 to insure they are anticipating the need to pick up and dispose of discarded spoiled meats, dairy products, etc after the emergency.

Coordinate with ESF 7 to obtain through lease or purchase any critical supplies or equipment. In a BCC-declared emergency, this will usually be billed to Emergency Management.

Maintain a written record of all decisions and actions taken.

Keep ESF 5 informed of missions requested and completed reports of human impact or damage, and critical problems.

Insure that testing of drinking water and recreational swimming areas are conducted as needed. Coordinate through the EOC PIO to publish public advisories. Coordinate through ESF 3 to have signs posted at environmentally unsafe swimming areas and marinas. In a BCC-declared emergency, costs can be billed to Emergency Management.

Coordinate with the EMS Medical Director and EMS Chief for assistance in public vaccination programs.

When the EOC is deactivated, turn in copies of all message traffic and the journal to the Emergency Management Chief.

# **Emotional Health Issues for Disaster Workers**

As disaster workers seek to meet the needs of victims and communities following any type of disaster, they are surrounded by and exposed to disorganization, confusion, scenes of destruction, and the tears and the pain of victims.

Disaster workers have the potential to become "secondary victims," as they work long, hard hours under poor conditions. In some cases, physical dangers exist for responders. Worker accommodations may be poor when they are near or within the affected area, or may require an hour or more of travel when located outside the affected area. Personal support systems are left at home, and new supports must be formed while on the operation and while time is scarce. Supervisory styles are different from person to person; administrative organization and regulation often must change with little warning, adding additional stressors as workers try to satisfy the needs of the clients and of the organization.

Most disaster workers are dedicated individuals who also tend to be perfectionists. Because of this, they are at risk of pushing themselves too hard and of not being satisfied with what they have accomplished. With so much yet to do, they often fail to take credit for the amount of work completed and the effort contributed to the operation.

Frustration is common, and our usual sense of humor is often stretched beyond limits. Workers become exhausted, and anger comes easily to the surface. The anger of others -- workers, victims, and media -- becomes difficult to deal with, and may be seen as a personal attack on the worker rather than as a normal response to exhaustion. Survivor guilt may emerge as workers see the losses of others when they have suffered none themselves.

**COPING:** Remember that you are giving those victimized by the disaster a gift of yourself -- your time and your caring -- a gift you could not give if you were also a victim.

This may be your first experience with scenes of great destruction or high levels of injury and death. These are realities we don't often face, and methods of coping with these are not developed overnight. In each of us, there is an unconscious fear that a victim could be you or a loved one. You need to understand and appreciate the intensity of your emotions, and talk about your feelings to others.

Although we may function in superhuman ways during a disaster operation, the stress associated with our jobs takes its toll. We get tired . . . and confused . . . and hurt . . . and scared. It is critical both for ourselves and those we try to help that we understand the effects of stress and make every effort to deal with it.

#### ENCLOSURE 2 TO Tab 8, 8-2.1

#### OKALOOSA COUNTY CEMP

#### ENCLOSURE 2 to Tab 8

Stress-relieving activities are not as difficult or time consuming as we may think. A 15-minute walk during a lunch or coffee break; talking to a co-worker, supervisor, or mental health worker; going out to dinner or a movie; or just learning and using deep breathing exercises can significantly reduce stress.

During the operation, it's important to eat nutritional foods, avoid drinking large amounts of caffeine and alcohol, get some exercise whenever possible, and get as much sleep as you can. That way you'll be better able to continue meeting the challenges of your job.

Your supervisors will be attempting to juggle schedules so that you can have some time off to yourself to sleep, read, or just sit in the sunshine. If you feel that you need this time off before you're scheduled for it, just ask. If you need a change of assignment or setting, just ask. And, hard as it may be to turn over your duties to someone else, when it is time for your shift to be over, leave and take time to recharge.

#### **ESF 9 -- SEARCH & RESCUE UNIT TAB**

- PRIMARY AGENCIES: Fire Control Districts & Fire Departments Okaloosa County Sheriff's Office (OCSO) Okaloosa County Public Safety (OCPS)
- SUPPORT AGENCIES: Municipal Police Departments Civil Air Patrol Red Cross Salvation Army
- **NIMS:** The lead serves as the Search and Rescue Unit Leader under the Okaloosa County NIMS/EOC Integrated Management System. This unit reports directly to the Operations Section Chief.

#### I. INTRODUCTION

#### A. PURPOSE

To set forth the procedures and guidelines for the coordination of search & rescue operations following a disaster.

#### B. SCOPE

Procedures in this tab pertain to post-disaster operations, but the procedures can be equally applicable to search & rescue operations in non-disaster conditions.

#### II. POLICIES

Command arrangements for search & rescue are specified in the Basic Plan, Section II.A. Policies and Guidelines.

#### III. SITUATION

#### A. DISASTER CONDITIONS

#### 1. Hurricanes

Hurricanes can result in widespread destruction and collapse of structures, thereby trapping persons under rubble. Ships at sea may flounder, resulting in missing crew.

#### 2. Floods

Floods can result in individuals or groups being stranded in remote areas.

#### 3. Tornadoes

Tornadoes can result in destruction and collapse of structures, trapping persons under rubble or in demolished vehicles.

#### B. PLANNING ASSUMPTIONS

Hurricane surge will cause destruction of the first floor structures on Okaloosa Island, Holiday Isle, and along the Gulf front of Crystal Beach. Persons who failed to evacuate may be trapped and injured in the rubble.

Pockets of personnel who either did not have time to evacuate, or refused to evacuate, will become stranded in river flooding events.

National Search and Rescue Teams can mobilize and respond into the area within 24 hours if transportation arteries are clear.

Regional search and rescue teams from outside Okaloosa County can respond to the county in 12 hours if their assets are not assigned elsewhere and if major road arteries are clear.

Heavy search & rescue is outside the capability of local emergency service agencies. Any heavy rescue operation will require the assistance of public works agencies and building engineers.

Light Technical Rescue Team (Type II) is local teams available 24/7 for response as required. Incidents involving minor structural collapse, rope rescue, confined space, and vehicle/machinery operations are a few of the scenarios where this team would operate.

Okaloosa County Public Safety will be able to make use of its Swift-Water Search and Rescue Team for personnel trapped in flooding situations.

# IV. CONCEPT OF OPERATIONS

# A. GENERAL

Response agencies that identify the need for specialized search & rescue teams should contact 911 Dispatch for day to day operations however, for disaster related emergencies contact the EOC ESF 4/9

position and provide an estimate of the situation, and any recommendations on the types of personnel and equipment that may be required.

The EOC will request specialized assistance as needed.

#### B. ORGANIZATION

OCSO maintains a chain of command and basic organization for conducting search and rescue in wilderness areas and missing person searches. A wilderness search operation is highly complex and requires coordination among several agencies for transportation, food and water, medical support, volunteers, etc.

The fire service maintains a basic organization for urban search and rescue under limited conditions of area and duration. See Section III.B.

OCPS Beach Safety Division has a Water Rescue Team that is trained and equipped for river-borne search and rescue operations.

The Civil Air Patrol conducts both air and ground-based searches. CAP missions must be coordinated through the US Air Force. There is no guarantee CAP crews will be available after a disaster.

Damage assessment flights if CAP is not available may be requested by the EOC to the State Division of Emergency Management. The State will then make the request to the Florida National Guard liaison for flight missions.

The US Army's 6<sup>th</sup> Ranger Training Battalion has 4-wheel drive vehicles, 4-wheel drive tactical ambulances (set up for Basic Life Support), and helicopters equipped with jungle penetrators, and personnel who are skilled at land navigation and rappelling. These assets may be requested through the EOC.

Hurlburt and Duke Fields have aircraft with night vision and infrared detection capability.

National Search & Rescue Teams are available through FEMA. They are self-sufficient organizations capable of searching areas of collapsed buildings with both dogs and human. Teams deploy with tentage, medical specialists, building engineers, and search specialists. They may require vehicle support locally.

Volunteer agencies, such as the Red Cross, and Salvation Army can provide support with consoling families or providing food and water support to search teams.

Each of these agencies maintains their own list of personnel and equipment available for search and rescue operations. County-owned

property is inventoried and listed by the Purchasing Department, and is updated annually on a revolving schedule.

# C. NOTIFICATION PROCEDURES

Response agencies that identify the need for specialized search & rescue teams should contact the EOC and provide an estimate of the situation, and any recommendations on the types of personnel and equipment that may be required.

The EOC will request specialized assistance as needed.

# D. RESPONSE ACTIONS

When a search and rescue operation is deemed necessary, the Search Incident Commander (from either the fire service or OCSO) will coordinate with support agencies to establish a command structure under the National Incident Management System or Incident Command system described in the Basic Plan, Section II.

The Incident Commander will designate a Search Commander who will either report to the Operations Sector Leader or who may in fact be the Operations Sector Leader.

Depending on the type of mission, search teams will be formed in such a way as to match capabilities to tasks. For example, the OCPS Water Rescue Team should not be assigned a ground search task. Also, a person's physical condition must be considered in light of the terrain and method of search. People in poor physical condition should not be assigned to foot search teams in wilderness areas.

Well-meaning volunteers should NOT be assigned actual search tasks unless they are members of a recognized and trained search and rescue group or a military unit. Untrained volunteers can add to problems by getting lost themselves or by injuring themselves due to lack of skill or fitness. Such volunteers can be better used to assist in the base camp, command post, or with logistics functions.

When a search and rescue operation is undertaken, a clearly marked command post should be set up. For extended operations, a logistics base camp should be set up nearby. This base camp will be a place for teams to sign in and out, to rest, to rehabilitate with food and water, to receive routine medical attention, etc. Supplies and vehicles can be staged at the base camp. A senior fire or law enforcement officer should be designated as the Base Camp Supervisor. If possible, a Department of Forestry or Jackson Guard manager should be requested for this duty, since those organizations receive special training and have extensive experience in running base camps.

When large numbers of victims are expected to be recovered, it may be necessary to establish a separate field clinic. In disasters, this should be coordinated with the ESF 8/Health and Medical Unit. In situations where the EOC has not been set up, coordinate with OCPS.

OCPS and ARES can assist with field radio or SATCOM communications. The 911 Office of OCPS can arrange for temporary installation of landline telephone service, or the Emergency Management Mobile Command Post may be dispatched and set up a field command post with multiple communications capability.

Arrangements for food and shift relief will have to be made in extended operations.

A special holding area for families should be set up away from the public eye and where the media can not have uncleared access. Media access to families in this holding area should be granted only with the consent of the families. Volunteers from the Red Cross or CISD Team can be used to staff the family holding area and to act as a liaison with the families.

Special precautions and procedures must be taken to account for searchers. First, a roster of all searchers should be prepared. Then, all searchers should be required to process through a checkpoint whenever they enter or leave the search area. A shift search plan should be prepared, and each team should be briefed on their search areas. The search areas and the teams assigned to the areas should be designated on a map of the search area. Each team should make periodic communications checks with the Command Post. If a team does not check in at the scheduled time, the Command Post should initiate contact with them. If unable to establish contact, nearby search teams should be alerted and directed to locate the missing team.

Establish a close monitor of the weather. Search operations should be suspended in thunderstorms or other severe weather. Track the heat index or wind chill factors to ensure proper protective measures are taken. Ensure teams are dressed properly and have sufficient water.

Each shift of searchers should be briefed on the following before beginning operations.

• Sector assignments for teams.

- The nature of the mission and any info that may help in locating victims.
- Safety, including animal hazards, terrain hazards, physical exhaustion, prevention of heat or cold injuries and medical evacuation procedures.
- Weather outlook.
- Communications.
- Accountability procedures.

# V. RESPONSIBILITIES

# A. PRIMARY AGENCY

The primary agencies designated above will command and organize search and rescue operations within the command guidelines contained in the Basic Plan, Section II.

# B. SUPPORT AGENCIES

Support agencies identified above will support the command authority with special support, special teams, or assistance in coordinating additional support.

# VI. REFERENCES

Okaloosa County Public Safety Standard Operating Procedures for Significant Incidents

# **ESF 10 -- HAZARDOUS MATERIALS UNIT TAB**

**PRIMARY AGENCIES:** Fire Districts and Departments

SUPPORT AGENCIES: Okaloosa County Special Operations Unit Department of Public Safety Department of Public Health Okaloosa County Sheriff's Department Jackson Guard Municipal Police Departments Okaloosa School District

NIMS: The lead agency representative shall be the Hazardous Materials Unit Leader. The Hazardous Materials Unit Leader will report directly to the Operations Section Leader. In some incidents, this Unit may serve as the Operations Section Chief or as the Incident Commander.

# I. INTRODUCTION

# A. PURPOSE

To outline local procedures for responding to a hazardous materials event.

# B. SCOPE

This tab applies to situations involving the accidental release of hazardous materials, including fuel spills.

# II. POLICIES

Property owners, the owner of the material spilled, or the shipper are responsible for all costs associated with cleanup of hazardous materials spills.

The Senior Fire Officer at the scene retains incident command of a hazardous materials incident.

# III. SITUATION

# A. DISASTER CONDITIONS

Hazardous materials incidents may occur as a result of a faulty container, a transportation accident, fire, terrorist or intentional actions, human error, or other accident. See the Basic Plan, Hazard Analysis, for further information.

Hurricanes, floods, and other events may cause secondary hazardous materials incidents.

# B. PLANNING ASSUMPTIONS

Existing assets in the county are sufficient to handle most types of hazardous materials incidents that occur. A major release, such as a train accident, would require the assistance of other hazardous materials teams.

The Eglin Air Force Base Hazardous Materials Team will assist the Okaloosa County Special Operations Unit when requested under the Automatic Aid Agreement.

# IV. CONCEPT OF OPERATIONS

# A. GENERAL

Hazardous materials response requires the efforts of several agencies, with the Fire Service acting as the lead agency. Other agencies support the Fire Incident Commander in such areas as technical information, medical, security, heavy equipment, etc. The first responding public safety agency must first identify that there is a hazardous materials situation, and then make the necessary notifications to call out the hazardous materials team.

# B. ORGANIZATION

# 1. Okaloosa County Special Operations Unit

This is a trained team of hazardous materials technicians who are normally assigned to their various fire departments. During an incident, these personnel are recalled to perform their hazardous materials tasks. The team has specialized equipment, such a Level A Chemical Suits, WMD suits, detectors, decontaminates, marine booms, etc. to aid in performance of their mission. The team performs emergency work sufficient to eliminate or mitigate the immediate risk to life and the environment. The team **does not** perform major clean-up or environmental remediation, which must be carried out by contractors, when necessary. The unit is certified by the Florida Department of Environmental Protection for marine containment and minor cleanup. US Air Force hazardous materials teams perform the same function as the Okaloosa Team, but their primary mission is accidents on Air Force property. They will provide mutual aid under the Automatic Aid Agreement.

Other organizational elements are discussed in the Basic Plan and the ESF 4/Firefighting Unit Tab. OCPS provides medical support and technical and/or communications/coordination support from the Emergency Management Chief; law enforcement provide security and assistance with evacuation; and Public Works provides heavy equipment,

# C. NOTIFICATION PROCEDURES

The first indication of a hazardous materials incident may be a 911 call from a citizen who notices a suspicious fog or odor, it may be a facility that reports a leaking container, or it may be a Law Enforcement Officer dispatched to a traffic accident who then notices placards or leaking. There are ways that Public Safety may become aware of the problem as well. The key here is that the public may be suffering the exposures of a leaking chemical for a long time before Public Safety becomes aware of the problem. In a catastrophic or major release, it may be impossible for public safety agencies to receive the information and react before large numbers of people are exposed to the chemical cloud or material.

Okaloosa Dispatch notifies the Special Operations Unit members when requested by the Fire Incident Commander, or when it is readily evident from information received that a hazardous materials incident is in progress.

The Fire Incident Commander insures that law enforcement, OCPS, and other agencies are notified as necessary. Fire Dispatch usually makes these notifications.

OCPS notifies State and Federal agencies, as appropriate.

# D. RESPONSE ACTIONS

# 1. Initial Response.

The first responding public safety agency identifies the problem, takes immediate action to notify dispatch that there is a hazardous materials incident, reports the available facts, secures the area and, if necessary, insures that the public is moved away from the immediate area. The fire service may, depending on the chemical and their equipment and training level, initiate some protective actions including building small berms, drainage ditches, etc. to prevent the spread of a leaking chemical.

The public safety dispatch (fire, law enforcement, EMS) then notifies the appropriate personnel and agencies. Niceville and Valparaiso usually request hazardous materials team support directly from Eglin AFB, while other areas and municipalities notify Okaloosa Dispatch.

The responding fire service agency notifies OCPS to obtain support from EMS personnel and the Emergency Management Chief.

The Fire Incident Commander determines where the staging area is to be, how large the initial exclusion should be, what additional support is needed, and what immediate protective actions should be taken.

# 2. Incident Actions

While security and protective actions are taking place, the other agencies are responding to the scene. EMS reports to the staging area and establishes a rehabilitation station and the Emergency Management Chief reports to the Incident Commander to assist as needed (see OCPS SOP for Significant Incidents for detail on OCPS actions). The Okaloosa or Air Force Hazardous Materials Team responds to the scene and the team leader evaluates the situation.

If evacuations are necessary, announcements are disseminated to the broadcast media, and public safety personnel attempt door-to-door or neighborhood notifications (if feasible) and use the Code Red Emergency notification system. The Emergency Management Chief will arrange for a temporary holding area for evacuees.

The Emergency Management Chief makes necessary notifications and insures that state and federal regulatory guidance is followed. If necessary, the he/she contacts the responsible party and advises them on their responsibilities under law. If the responsible party is unable or unwilling to meet their responsibilities, the Emergency Management Chief takes the appropriate action to have state or federal authorities become involved. The Hazardous Materials Team Leader consults with the appropriate personnel and determines a course of action. If necessary, the team makes an initial recon with detector kits (including radiological, if needed) on board the Special Operations (HAZMAT) response vehicle. The Team Leader briefs the Incident Commander and obtains concurrence on the course of action.

The Hazardous Materials Team dons the appropriate level of protective clothing, obtains specialized equipment, and performs leak sealing or other action intended to mitigate the hazard. Depending on the situation, the team may package the item for later shipment and disposal.

### 3. Post-incident Actions

Hazardous materials team members are decontaminated and evaluated by OCPS medical personnel.

The responsible party contracts to have environmental remediation performed as necessary.

Leak sealed containers and contaminated materials are shipped to a rehabilitation or disposal facility. This is the responsibility of the owner, but may be done in some cases by the Okaloosa Special Operations team.

Proper authorities investigate the incident.

The Okaloosa Special Operations Unit prepares an invoice for its services, and bills the responsible party for response costs.

# 4. Medical Treatment

Hospitals (listed in the Appendix Section of the CEMP) are required under their licensure to establish a decontamination point and to train their personnel in decontamination. Each hospital has designated a location on their grounds where contaminated patients will be taken for decon. EMS dispatch will coordinate this before ambulances transport patients to the hospital (see OCPS SOP for Significant Incidents).

Many patients may self-present at area hospitals after being exposed to hazardous materials. This is a challenge to the medical community, since there is no effective way to keep contaminated people out of a hospital. Patients who have not been decontaminated could, therefore, walk into the hospital and thereby spread contamination. It is incumbent upon each hospital, as private entities, to develop internal procedures to secure their buildings and pre-screen people at the door whenever there is a large-scale hazardous materials incident.

# 5. Decontamination

The Okaloosa County Special Operations team can and will conduct gross decontamination. Their decontamination efforts are limited to citizens, personnel, equipment used, and the immediate area surrounding the material.

Any patient coming out of the Hot Zone should be decontaminated to ACAP (As Clean As Possible) standards before being treated by EMS. This decontamination is the responsibility of the Fire Service.

A Decontamination station for personnel will be established according to technical guidelines published and then in effect by the National Fire Protection Association, Environmental Protection Agency, and other agencies. We do not pre-designate decontamination sites in the county, since it would depend on the actual location of the incident.

The Okaloosa and Air Force hazardous materials teams have portable personnel decontamination stations. Also, fire service tankers can be brought in to assist in gross decon of vehicles and equipment.

# V. RESOURCE REQUIREMENTS

Resource requirements are specified in the OCPS SOP for Significant Incidents, the Okaloosa Special Operations Team SOPs, and the Hazardous Materials Plan.

# VII. REFERENCES

Florida Department of Environmental Protection memorandum, subject: DEP Emergency Response – General Information, June 1995

Standard Operating Procedures for Significant Incidents, Okaloosa County Public Safety.

Okaloosa County Hazardous Materials Plan.

West Florida Comprehensive Emergency Management Plan for Hazardous Materials, 2 Volumes, LEPC 1.

# ESF 11 -- FOOD & WATER UNIT TAB

- PRIMARY AGENCIES: Okaloosa County Facility Maintenance Okaloosa County Water & Sewer Department Municipal Public Works (Water & Sewer) Departments Private Water Companies Salvation Army
- SUPPORT AGENCIES: American Red Cross, of Northwest Florida Okaloosa County School District Department of Public Health County Extension Office United Way VOAD

# NIMS: The lead agency representative will serve as the Food and Water Unit Leader. The Food and Water Unit Leader will report directly to the Logistics Section Chief. Depending on the size of the event, the Food and Water Unit Leader may report to a Branch Leader under the Logistics Section Chief.

### I. INTRODUCTION

### A. PURPOSE

To address the procedures and plans for providing food, water, and ice to disaster victims.

### B. SCOPE

This tab covers the methods for obtaining and distributing food and water supplies following a minor, major, or catastrophic disaster.

### II. POLICIES

The Okaloosa County Facility Maintenance be the lead agency for the ESF 11/Food and Water Unit, and will provide sufficient staff to the EOC to cover 24-hour staffing of the ESF 11/Food and Water Unit position.

The ESF 11/Food and Water Unit must coordinate closely with the ESF 6/Mass Care Unit and the ESF 15/Volunteers and Donations Unit to effectively perform its functions.

The Okaloosa School District stores food for its daily use. The School District will support the efforts of the ESF 11/Food and Water Unit and its support agencies. Presently, food is stored at schools. In the near future, most food will be kept at the centralized cook-chill facility, with only a one-day reserve in school refrigerators.

USDA canned goods may NOT be distributed to victims in bulk. USDA foods must be served as prepared meals.

Each ESF 11/Food and Water Unit agency will attend training on NIMS/ICS components to understand the NIMS, its purpose, and how the ESF-11/Food and Water Unit Leader fits into the overall structure.

# III. SITUATION

# A. DISASTER CONDITIONS

# 1. Hurricanes and Floods

Hurricanes and floods may result in long-term sheltering of people, or extended power outages making it difficult for the population to prepare meals and store food.

# 2. Hazardous Materials Incidents, Tornadoes, and Other Threats

Hazardous materials, tornadoes, and other threats may require short-term sheltering of people and some meal service during their stay in a shelter.

# B. PLANNING ASSUMPTIONS

The Okaloosa County School District will make its food supplies available for shelters. If necessary, they will also allow storage of other food supplies in their refrigeration units.

Long-term power outages will result in a high demand for prepared meals. When power is resumed, the demand will quickly drop.

Donated ice and water will be shipped into the county following a major disaster.

# IV. CONCEPT OF OPERATIONS

# A. GENERAL

The ESF 11/Food and Water Unit will oversee the acquisition and distribution of food to meet the needs of emergency workers and disaster victims. This is accomplished through a combination of locally purchased food, donated food, and shipments via the State Logistics Base. The ESF 11/Food and Water Unit will then coordinate with the ESF 6/Mass Care Unit and other ESFs to ensure the foodstuffs are distributed efficiently. The ESF 11/Food and Water Unit will provide information as required to the ESF-5/Planning Section to include into situation reports and the Incident Action Plan (IAP).

# B. ORGANIZATION

The organizations listed in the heading each have specific roles to play in the total effort to provide food and water to disaster victims. The volunteer groups can be very independent in philosophy and action, and thus require a delicate hand when coordinating operations. In addition to the listed agencies, there will be other, smaller groups who become involved in donating food. These may consist of small church groups, neighborhood associations from non-impacted areas, grocery stores, etc. Such groups should be coordinated through the ESF 15/Volunteers and Donations Unit.

# C. NOTIFICATION PROCEDURES

OCPS will notify the primary and support agencies listed above when there is an emergency pending or in progress.

The listed agencies are responsible for notifying their own personnel and suppliers.

# D. RESPONSE ACTIONS

The ESF 11/Food and Water Unit Coordinator will report to the EOC at the designated time and begin coordinating with the ESF 6/Mass Care Unit and the ESF 11/Food and Water Unit. The EOC staff will notify the ESF 11/Food and Water Unit of any food and water issues pertaining to emergency workers.

The ESF 11/Food and Water Unit Coordinator will also make contact with the State Logistics Base when it is established to determine the types of supplies available and logistics arrangements that will be necessary to obtain those supplies.

If transportation assets are necessary, the lead will coordinate with the ESF 1/Transportation Unit Coordinator. Local transport may be necessary to move food from warehouses to distribution points, etc. When shipments arrive at distribution points or warehouses, there may be a need for a forklift to unload the trucks. Experience has shown that it is better to rent a forklift and find a trained person as an operator, and post them at the site permanently rather than wait for a forklift each time a shipment arrives. The military, local businesses or the fire service can be a source of trained operators. The lead will coordinate

with the ESF 7/Resource Support Unit for the forklifts, with the ESF 15/Volunteers and Donations Unit for drivers, and with the ESF 1/Transportation Unit for transportation.

If it is necessary to solicit food donations from local or regional food suppliers, the ESF 11/Food and Water Unit may accomplish this by coordinating with the ESF 15/Volunteers and Donations Unit to solicit donations. The Salvation Army, Red Cross and other VOAD members have lists of suppliers that they normally deal with and who are likely to make donations.

If it is necessary to purchase food, the ESF 11/Food and Water Unit may coordinate with the ESF 7/Resource Support Unit and Procurement Unit or through the Red Cross and Salvation Army to use existing funds or resources.

Storage site, distribution sites, and mass feeding sites are identified in the Appendix Section of the CEMP, Master Location List.

Food and water inventories will be tabulated, and if additional supplies are needed, the ESF 11/Food and Water Unit will contact the EOC Administration/Finance Section (Procurement Unit) to obtain them from other vendors. The Procurement Unit should review the donated resources of food, water, and ice that are available through the ESF-15/Volunteer and Donations Unit prior to the purchase of resources. If local resources and donations are depleted, the Procurement Unit will make a request through the State ESF-11/Food and Water Unit.

Special assistance with the Food Stamp program can be obtained by coordinating with the Florida Department of Children and Families. It is desirable that a representative of the Food Stamp Program set up a station in the Disaster Application Centers (DAC).

# VI. RESOURCE REQUIREMENTS

The table below shows how the ESF 11/Food and Water Unit will plan for the amount of meals and water needed.

ITEM	DAILY PLANNING FACTOR
ADULT MEALS & DINING KITS	(H+M)*2
INFANT MEALS	ADULT MEALS/3
INFANT FORMULA	INFANT MEALS/2
WATER	(H+M)* 2 GAL

**H** = POPULATION EXPERIENCING HIGH DAMAGE LEVELS

**M** = POPULATION EXPERIENCING MEDIUM DAMAGE LEVELS

Table adapted from FEMA Erin response reports

# **ESF 12 -- UTILITIES UNIT TAB**

PRIMARY AGENCIES: Okaloosa Gas District Okaloosa County Water and Sewer Gulf Power Choctawhatchee Electric Cooperative

**SUPPORT AGENCIES:** Department of Public Safety

### NIMS:

The lead agency representative will serve as the Energy Unit Leader. This Unit will report directly to the Operations Section Chief.

### I. INTRODUCTION

# A. PURPOSE

To address the coordination of restoring normal power supplies to the community following a disaster.

# B. SCOPE

This tab covers situations where there are widespread power outages in a disaster.

# II. POLICIES

The provision of electric power is a function of private utilities. Local government becomes involved only to the extent of identifying needs for priority restoral, coordinating pubic safety and public works activities with utility companies, and working with the power companies in a collective effort to meet human needs.

Gulf Power provides the bulk of electricity service for Okaloosa County, Chelco Electric provides service for areas in some areas of the north end of the county. Therefore, the Gulf Power representative in the EOC will function as the primary ESF 12/Energy Unit Coordinator. Chelco Electric has a representative at the ESF 12 Utilities position.

Okaloosa County Water and Sewer provides water and sewer utilities to the majority of Okaloosa County and acts as the liaison to all water utilities in Okaloosa County at the ESF 12 position. Okaloosa Gas District also provides a representative to the EOC.

All ESF 12/Energy agencies will attend training on NIMS/ICS components to understand the NIMS, its purpose, and how the ESF-12/ Unit Leader fit into the overall structure.

# III. SITUATION

# A. DISASTER CONDITIONS

### 1. Hurricanes

Hurricanes can result in widespread power outages for days or weeks at a time.

# 2. Winter Freezes

Winter freezes can result in brown-outs or widespread power loss for several hours to several days.

# B. PLANNING ASSUMPTIONS

Both Gulf Power and CHELCO will bring in additional personnel and equipment to assist in restoring the power grid.

Okaloosa County W&S will provide personnel during EOC activation.

Okaloosa Gas will provide personnel during EOC activation.

# IV. CONCEPT OF OPERATIONS

# A. GENERAL

Power utilities maintain their own plans and procedures for responding to disasters. OCPS and the utilities meet periodically to coordinate these plans. Local government is able to supply a limited number of small generators for supplemental power in critical situations.

# B. ORGANIZATION

Gulf Power will be the primary representative, close ties will be maintained with CHELCO.

# C. NOTIFICATION PROCEDURES

OCPS notifies the utility companies when an emergency is pending or in progress. The utility companies then make subsequent notifications to their employees, headquarters, and suppliers.

# D. RESPONSE ACTIONS

Immediately after an event impacts the area, pre-staged utility company crews begin checking their distribution system to assess damage. They report this information to a central location, which in turn reports it to the EOC.

Public safety and public works crews who observe damage to the power distribution system report it to the EOC, who in turn reports it to the utility representative.

Utility companies provide their own vehicles and fuel. Local government agencies that require fuel will process the request through the ESF 7/Resource Support Unit and Procurement Unit.

Utility companies conduct their own public information activities, but provide advance copies to the EOC for coordination.

The EOC will advise the State EOC of the energy situation based on electrical energy needs, fossil fuel requirements, etc. Local requests for generators will be processed through the ESF 7/Resource Support Unit and Procurement Unit.

Gulf Power and CHELCO have established a coordinated priority restoration list; however, such priority lists are of little use when the entire distribution system is out of operation. Power is restored to an area by re-establishing the grid, not individual addresses.

Public works agencies will assist the utilities when appropriate under emergency conditions with heavy equipment, transportation, etc. If a utility representative needs assistance in the field, they should make a request to the appropriate ESF in the EOC. Since the utilities are private companies, they should ask for local government assistance only when it is absolutely necessary to alleviate an immediate safety concern or for restoring service to a critical facility.

Once Okaloosa County resources have been overwhelmed, requests for additional assistance can be sent to the Okaloosa County EOC Administration/Finance Section (Procurement Unit). The Procurement Unit will analyze, process, and, if warranted, forward the request to the State ESF-12/Energy Unit desk.

The ESF 12/Energey Unit Lead will provide information to the ESF-5/Planning Section to ensure current information is included in situation reports and the Incident Action Plan (IAP).

# V. REFERENCES

Gulf Power Company Storm Procedures Manual

CHELCO Emergency Procedures Manual

# ESF 13 -MILITARY SUPPORT UNIT TAB

- PRIMARY AGENCIES: Okaloosa County Sheriff's Office (OCSO) Okaloosa County Public Safety (OCPS)
- SUPPORT AGENCIES: Florida National Guard US Army 6<sup>th</sup> Ranger Training Battalion Eglin AFB Explosive Ordnance Disposal (EOD) Naval EOD School Eglin Regional Hospital Hurlburt Field Clinic Eglin AFB Disaster Preparedness Hurlburt Field Disaster Preparedness U.S. Army Aviation Center, Ft. Rucker, Alabama 16<sup>th</sup> Special Operations Squadron
- NIMS: The lead agency representative will serve as the Military Support Unit Leader. This Unit will report directly to the Logistics Section Chief.

# I. INTRODUCTION

### A. PURPOSE

The purpose of this tab is to describe the procedures for liaison with local military authorities and for requesting military assistance.

# B. SCOPE

This tab applies to operations during both undeclared and declared emergencies.

### II. POLICIES

Only the Sheriff can request Florida National Guard assistance for security.

Requests for Florida National Guard humanitarian support must come from Okaloosa County Public Safety.

Requests for U.S.A.F. Explosive Ordnance Disposal support must originate from a law enforcement agency or Okaloosa County Public Safety.

Requests for support local Military Installations must originate from Okaloosa County Public Safety all requests will be routed through the Base Command Post or Installation Emergency Management Offices. Requests for fire suppression support from Eglin AFB or Hurlburt Field may be initiated by signatories to the Automatic Aid Agreement through the County 911Dispatch Center (see Basic Plan).

Outside of existing mutual aid agreements, federal military forces may only provide support to civil authority when there is an imminent risk to life and when local resources are insufficient to meet the risk.

Federal military forces may NOT be used for debris clearance unless directed to do so by the Federal Coordinating Officer in a Presidentially Declared Emergency/Disaster.

# III. SITUATION

# A. DISASTER CONDITIONS

# 1. Natural Disasters.

Windstorms, tornadoes, wildfires, etc. could result in mass casualties and widespread fires. Military fire and hospital support could provide additional life-saving aid. If local resources are exhausted, Florida National Guard (FLNG) troops can provide security assistance in the form of anti-looting patrols, exclusion zone security, and airborne surveillance of security zones. They may provide humanitarian assistance in the form of transportation of goods, setting up comfort stations or temporary field housing, points of distribution for food and water, vehicles and aircraft for damage surveys or Urban Search and Rescue, etc.

# 2. Technological Disasters

Eglin and Hurlburt maintain a significant capability to respond to hazardous materials incidents and aircraft accidents. These forces may be called upon to assist civilian response forces. The Florida National Guard will generally not become involved with technological emergencies unless large land areas are affected. In those cases, FLNG troops could assist in security perimeters or transporting relief supplies.

# 3. Civil Disturbance

In cases where the Sheriff feels that civil order is in jeopardy and local law enforcement has insufficient resources to meet the threat, the FLNG may assist with crowd control, area security, airborne surveillance, transportation of mutual aid law enforcement, etc.

# B. PLANNING ASSUMPTIONS

The primary mission of Eglin AFB and Hurlburt Field response forces after a minor, major, or catastrophic disaster will be to restore the operational capability of the bases. After that mission is satisfied, local military forces may be available to assist civil authorities within the limitations of Department of Defense rules and regulations.

Advance forces of the FLNG will take 12 hours to arrive after a disaster occurs. Significant numbers of FLNG forces will arrive in 24 to 48 hours after the disaster.

# IV. CONCEPT OF OPERATIONS

# A. GENERAL

The Okaloosa County Sheriff's Office and Okaloosa County Public Safety are the lead agencies for coordinating military support. Each of these agencies will coordinate such support within their functional responsibilities; i.e.; security support or humanitarian assistance.

# B. ORGANIZATION

During EOC activations after major or catastrophic disasters, the EOC will request that a FLNG Liaison Officer be assigned to the EOC to facilitate coordination.

Okaloosa County Public Safety has requested that Eglin and Hurlburt send liaison officers to the EOC. However, the primary means of coordination will be through each base's Command Post.

# C. NOTIFICATION PROCEDURES

Okaloosa County Public Safety will inform the Eglin and/or Hurlburt Command Posts or the 6<sup>th</sup> Ranger Training Battalion of any request for assistance from those bases except support covered by the Automatic Aid Agreement. The Okaloosa Sheriff will coordinate through the Security Police at the two installations for any support needed within his functional responsibilities.

OCPS will inform the base Command Posts and the 6<sup>th</sup> Ranger Training Battalion Tactical Operations Center or Staff Duty NCO of any changes in county alert status. The Sheriff will notify the Florida Department of Law Enforcement or the ESF 16/Law Enforcement and Security Unit Desk at the State EOC of any request for security assistance.

OCPS will notify the County Liaison Desk at the State EOC or the State Liaison in the County EOC of any need for military humanitarian assistance.

# D. RESPONSE ACTIONS

The Sheriff will be responsible for coordinating the response and deployment of security assistance forces.

OCPS, operating though the County EOC, will be responsible for coordinating the response and deployment of humanitarian assistance.

When the State EOC notifies the County that a Rapid Impact Assessment Team (RIAT) is deploying to the county, the County EOC will:

- Determine the method of transportation (vehicle or helicopter) and the entry location.
- Determine an assembly area.
- Determine if the RIAT has support requirements. If so, the EOC will coordinate fulfillment of those needs.
- Notify each ESF that a knowledgeable local representative must meet and accompany the RIAT during their survey of the county.
- A local representative of each functional area represented on the RIAT (law enforcement, health, communications, public works, etc.) will accompany the RIAT when it arrives and assist the RIAT in determining the total impact to the area.

When a FLNG Liaison Officer is assigned to the County EOC, he or she will assist ESF Coordinators in arranging FLNG missions to support local operations. Activities include:

- Informing the ESF 5/Planning Section of the assets and types of support available.
- Arranging for delivery of cots to shelters or temporary housing sites.

- Setting up shower facilities where needed.
- Setting up tents to house disaster victims or emergency workers.
- Transportation support for delivery of supplies and equipment.
- Rough terrain vehicles for transporting Urban Search & Rescue Teams, Wildland Search & Rescue Teams, or damage assessment teams.
- Rough terrain vehicles for accessing heavily damaged or flooded areas.
- Helicopters for transportation of supplies, equipment, or personnel.

# V. **RESPONSIBILITIES**

# A. PRIMARY AGENCIES

# 1. Sheriff's Office

The Sheriff's Office will determine the need for, request, and coordinate military security assistance support.

# 2. Public Safety

Public Safety will determine the need for, request, and coordinate military humanitarian assistance.

# B. SUPPORT AGENCIES

# 1. Florida National Guard

The Florida National Guard provides security and humanitarian assistance in accordance with the Headquarters FLNG Operations Plan for Support to Civil Authorities.

# 2. US Army 6<sup>th</sup> Ranger Training Battalion

The US Army 6<sup>th</sup> Training Battalion , if available, may provide a dive team, inflatable boat, 4-wheel drive ambulances, MEDEVAC helicopters (UH-1 and UH-60), or land navigation guides for Wildland Search & Rescue.

# 3. Eglin AFB Explosive Ordnance Disposal (EOD)

The Eglin AFB EOD provides support in the render-safe and disposal of military ordnance, explosive devices, or explosives that pose a threat to life. In such cases, OCPS must obtain Emergency Treatment Permits from the Florida Department of Environmental Protection.

# 4. Naval EOD School

The Naval EOD School may provide divers and dive boats IAW Department of Defense Directives to protect from an imminent threat to life. EOD may also provide one ambulance with a Basic Life Support capability.

# 5. Eglin Regional Hospital

Eglin Regional Hospital can accept some overflow of patients in a mass-casualty incident (can not treat trauma alerts) and provide 4-wheel drive ambulances, usually with a Basic Life Support capability.

# 6. Hurlburt Field Clinic

The Hurlburt Field Clinic can provide additional ambulances, usually with a Basic Life Support capability.

# 7. Eglin AFB Disaster Preparedness

Eglin AFB Disaster Preparedness acts as a focal point for assistance requests after a disaster.

# 8. Hurlburt Field Disaster Preparedness

Hurlburt Field Disaster Preparedness acts as a focal point for assistance requests after a disaster.

# 9. U.S. Army Aviation Center, Ft. Rucker, Alabama

The U.S. Army Aviation Center provides MEDEVAC or other helicopter support when local resources are depleted.

# 10. 16<sup>th</sup> Special Operations Squadron, Hurlburt Field

The 16<sup>th</sup> Special Operations Squadron may provide specially outfitted aircraft to support search operations.

# VI. REFERENCES

AFI 10-802, Military Support to Civil Authorities, Mar 2006.

Florida National Guard Operation Plan for Military Support to Civil Authorities, Feb 2004

Okaloosa County Fire Rescue Association Automatic Aid Agreement

# **ESF 14 – PUBLIC INFORMATION UNIT TAB**

- PRIMARY AGENCIES:Board of County Commissioners<br/>Okaloosa County Sheriff's Office (OCSO)<br/>Okaloosa County Public Safety (OCPS)<br/>Okaloosa County School District<br/>Okaloosa County Public Health Department<br/>Political Subdivisions Governing Bodies
- SUPPORT AGENCIES: Airports Department American Red Cross
- PRIVATE AGENCIES: Local Print and Broadcast media Language Line Crisis Line Common Carriers (train, bus, and airlines)
- **NIMS:** This ESF serves as the lead for Public Information. This ESF reports to the Incident Commander.

### I. INTRODUCTION

# A. PURPOSE

To delineate responsibilities and procedures for the timely and accurate dissemination of public information immediately before, during, and after a disaster. Also, to provide information that may be used for year-round public education.

### B. SCOPE

This tab applies to all governmental agencies and departments within Okaloosa County when there is a significant emergency event pending, in progress, or following such an event.

### II. POLICIES

When the Board of County Commissioners has declared a State of Emergency and the EOC is activated, all instructions and information intended for general release to the public should be coordinated through the EOC. This is absolutely essential to insuring that local government is providing accurate information. There have been cases where a municipality or governmental office released inaccurate information because they made assumptions or based their release on incorrect information. For example, local water departments informing their customers that water was safe to drink, although the Health Department had not yet tested it. When the EOC is activated, all press releases must be coordinated through the affected ESFs, any municipal liaison present, the Sheriff's Office PIO, the EOC PIO, and the Director of Public Safety or the Emergency Manager. OCPS and the OCSO will, whenever feasible, issue joint news releases during Local States of Emergency.

OCPS's policy is to grant the maximum press and media access commensurate with safety, efficiency, and protection of patient confidentiality. Experience has shown that maximum press access helps insure the most accurate information to the public.

In an emergency, local media is a vital link to the public. We cannot distribute information and instructions to the public without the cooperation and assistance of the press or media.

When there are limitations on time or space, priority for access will be granted to local media over the national media.

The Medical Examiners Office and local law enforcement agencies will have the responsibility for coordinating notification of next-of-kin for missing, injured, or dead persons. In the case of transportation disasters, the carrier will have this responsibility.

# III. SITUATION

# A. DISASTER CONDITIONS

# 1. Hurricanes and Floods

Hurricanes and floods will usually result in activation of the EOC. It is vitally important to relay timely and accurate information to the public concerning the nature of the threat, evacuation procedures, and protective measures. After the event, it will be necessary to relay information on location of relief centers, health and safety information, schedules for re-entry, etc.

# 2. Hazardous Materials Incidents

Hazardous materials incidents require rapid dissemination of protective action instructions, such as evacuation or shelter-inplace procedures.

# 3. Tornado Strikes, Transportation Disasters, Bomb Threats, etc.

The above mentioned incidents may require instructions to reroute vehicle travel or to avoid certain areas.

# 4. Heat Waves or Freezes

Heat waves or freezes require dissemination of information on protective actions, location of temporary shelters, etc.

# 5. Exotic Pests and Diseases

Exotic pests and diseases require public information concerning the true nature of the threat, who is at risk, and protective actions.

### 6. Wildfires

Wildfires require timely dissemination of protective action warnings.

### B. PLANNING ASSUMPTIONS

Radio communications facilities will operate until landfall of Category 2 hurricane winds.

Telephone communications will continue to operate until landfall of Category 3 hurricane winds.

In a major disaster, an influx of requests from the national media will strain our resources of time and personnel to meet the requests.

Calls from residents and tourists will flood local media, public safety centers, and Crisis Line during any disaster event.

### IV. CONCEPT OF OPERATIONS

### A. GENERAL

During and after a Local State of Emergency, the EOC will be the lead agency for coordinating public information activities. The Director of Public Safety or the Emergency Manager will have functional responsibility to oversee the coordination of public information. During a major incident not requiring a State of Emergency, the Incident Commander will take the lead in coordinating public information activities.

Each agency conducts year-round public information activities relevant to its concerns and mission. OCPS conducts a public information campaign that is largely seasonal. For example, during the period May thru October, the message is geared toward water safety, severe weather (heat, lightning, tornadoes, and thunderstorms) and hurricanes. In December thru February, the message may be weighted toward cold weather safety. See the enclosures for sample education products.

# B. ORGANIZATION

# 1. Public Information Officers

The following organizations maintain PIOs to coordinate information releases throughout the year:

- Okaloosa Sheriff's Office
- City of Destin
- City of Ft. Walton Beach
- Board of County Commissioners
- Eglin AFB
- Hurlburt Field
- Duke Field
- 7<sup>th</sup> Special Forces Group
- American Red Cross

Other agencies use existing management staff to coordinate public information activities.

# 2. Media Agencies:

MEDIA	Work Number (850)	FAX (850)	E-mail
NEWSPAPER			
Bay Beacon	678-1080	729-3225	info@baybeacon.com
Crestview News Bulletin	682-6524	682-2246	tboni@crestviewnewsbulletin.com
Destin Log	837-2828	654-5982	thelog@link.freedom.com
Editor-Matt Algarin	654-8448		malgarin@thedestinlog.com
NWF Daily News	863-1111	863-7834	whatfield@nwfdailynews.com
(News Room)	315-4301		
			dstone@nwfdailynews.com
			dricketts@nwfdailynews.com
			kbarlow@nwfdailynews.com
RADIO			
Cumulus-Mobile	251-652-2014	652-2007	Mobile.Emergency.Info@cumulus.com
Cumulus	866-494-2906	243-2323	dale.holden@cumulus.com
FAX CUMULUS EMERGENCY		243-6806	emergency@cumulusfwb.com
99 Rock	243-3699	243-6806	
WFTW 1260	664-1260	664-0203	ken@wftw.com
Coast 93.3, z96, NASH 105.5	243-1003, 255- 1055		scratch@mail.z96.com
APEX Broadcasting	654-1000, 654- 5102	654-6510	ron@apexbroadcasting.com
WAVE 102.1, 103.1 the BLAZE			rgardnr@apexbroadcasting.com
Q92.1, HWY98.1 Country			
WTJT-Baker	537-2009	537-4663	wtjtradio@yahoo.com
WUWF -800-239-9898	473-7447, 7325	474-3283	sandra@wuwf.com
WHRP 1620AM (Pensacola)	494-2800, 437- 1620	494-0778	news@newsradio.com
WAAZ/WJSB-Crestview	682-3040, 240- 4053	582-5232	calZ-WAAZ-WJSB@cox.net
ти			-
WEAR ABC-3	457-3668, 456- 3333	455-0159	news@weartv.com
WJHG TV-7	234-7777, 233- 1977	234-5771	<u>news@wjhg.com</u>
WMBB 13 News	763-6000	872-0922	<u>Ihardy@wmbb.com</u>
WTVY-Dothan	334-712-7450	334-793-3947	newsstaff@wtvy.com
FOX 10	251-434-1194	251-434-1120	rcolburn@fox10tv.com; captioning@fox10tv.com
CVCTV			<u>cvctv@cox.net</u>
TWC Hurricane			TWChurricaneteam@weather.com; newsdesk@weather.com
MILITARY			
Eglin PA	850-882-3931	882-4894	sara.vidoni@eglin.af.mil
Hurlburt PA	884-7464		1sow.pa@hurlburt.af.mil.

### C. NOTIFICATION PROCEDURES

The primary means for notifying the press and media of important information is via email and social media.

The alternate means of notifying the press and media is through broadcast facsimile and phone.

Press briefings are held when there is a need for a question and answer session.

### D. RESPONSE ACTIONS

During the immediate phase before the onset of a known hazard, such as a hurricane, OCPS or the EOC will disseminate information via email, social media outlets and fax broadcast to local media. OCPS will request the Coast Guard to relay or announce emergency information over their marine channels for the benefit of marinas and the boating public.

If it is determined to be necessary to alert incoming tourists, OCPS will provide information for the public, requesting dissemination by the Tourist Development Director and Airports Director, as well as the Visitor Information Center.

If necessary to alert beachgoers of a tropical cyclone alert, OCPS will contract with aircraft banner agencies to fly an appropriate banner; i.e.; "HURRICANE ALERT LISTEN TO RADIO." Handouts will also be provided to the OCSO beach patrol units.

In the event of a hurricane evacuation, Okaloosa County Coordinated Transportation (OCT) will maintain a telephone watch to answer requests for transportation assistance. At the time of the alert, the EOC will coordinate wiCT to set the timing of this action, and will announce the proper telephone numbers to be used (see Tab 1, Transportation).

OCPS will provide special instructions to Elder Services and Home Health Care Agencies for further dissemination to their clients.

When the EOC is activated, OCPS will establish Citizen Information lines with call takers set up in the EOC. Emergency Management will relay copies of all official releases to the calltakers. Red Cross will be asked to furnish personnel, and to help in taking requests for locating unaccounted family members. Okaloosa County does not currently have an identifiable population of non-English speaking residents. The State of Florida maintains a contract Language Line Services to provide translators for non-English speaking persons who call into the agency, if needed.

Throughout the year, OCPS provides public information on the need to evacuate mobile homes and recreational vehicles in any tropical cyclone alert. This message will be repeated during actual alerts.

OCPS maintains maps and descriptions of evacuation routes on its Internet Website: www.okaloosafl.com. Also, such maps are distributed during seminars and lectures, or mailed to residents upon request. Copies are also provided to tourist facilities. During a hurricane alert, the Citizen Information calltakers should be provided with these same items to help those who call for instructions.

If shelters are to be opened, OCPS or the EOC will disseminate announcements on name of the shelter, street address, time of opening, items to bring to the shelter, and items NOT to bring to the shelter. All public notifications of shelter openings, operations, and closings will be coordinated with the ESF 6/Mass Care Unit and the School District.

# V. RESPONSIBILITIES

# A. PRIMARY AGENCIES

Performs public information and education efforts throughout the year. During an emergency, coordinates public information activities with other agencies to insure a unified and accurate message.

# B. SUPPORT AGENCIES

Provide personnel or operational support to disseminate information to the public.

### C. PRIVATE AGENCIES

Provide personnel or operational support to disseminate information to the public.

### VI. RESOURCE REQUIREMENTS

### A. MEDIA

Broadcast media may set up equipment for live broadcasts in the Media Room inside the EOC. Space is limited, so priority will be given to the local Emergency Alert System stations.

# B. BRIEFING AREAS

Press briefings will be held in the EOC.

### D. JOINT INFORMATION CENTER

Okaloosa County Emergency Management will establish a Joint Information Center (JIC) in or adjacent to the Emergency Operations Center. The function of this Center is to provide a collection and coordination point for information. The Public Information Officers for each agency will coordinate press releases through the Incident PIO in the JIC. The JIC is designed to encompass all non-governmental, volunteer, local, state, and federal public information activities This ensures clear, concise, and consistent information for dissemination.

The JIC shall also provide support to decision makers in the Okaloosa County NIMS/EOC Interface structure, as well as on the jurisdictional administration level. Press releases shall be distributed not only to the media, but also to the members of the NIMS/EOC Interface in order to make sure that all agencies are apprised of information that is being currently released to the public.

In instances where warranted, such as when an Area Command has been established, it may be necessary to open more than one JIC in order to facilitate timely release of information on multiple incidents. The Lead PIO shall designate a representative to coordinate any additional JIC.

In instances where such actions are warranted, the JICs shall hold conferences either by phone or in person to ensure consistency in information being released. No information should be released until authorized by the overall Incident Commander or the Area Commander.

It is required that the Lead PIO, whether through the JIC or not, communicate with other JICs to share information in order to ensure consistency in what is being released to the public. This should occur no less than twice daily unless otherwise directed.

If it becomes necessary to activate a JIC, select a location from the list of potential disaster sites in the Appendix Section of the Basic Plan.

# VII. REFERENCES

Enclosures

1. ESF 14 Coordinator's Functions

# PUBLIC INFORMATION OFFICER'S (ESF 14) FUNCTIONS DESCRIPTION OF DUTIES

# EOC GROUP: COMMAND

# MAJOR RESPONSIBILITIES OF THE PUBLIC INFORMATION OFFICER

# ACTIONS OF THE PUBLIC INFORMATION OFFICER

Report and sign into the EOC when summoned. Bring personal equipment and supplies to support 96 hours of operation.

Maintain a log of all press releases, and keep an organized set of file copies.

Familiarize with the elements of this Tab.

Introduce self to all EOC staff and explain briefly that public information should be coordinated through PIO.

Establish contact with OCSO, municipality, and utility PIOs.

Prepare, or supervise preparation of, news releases.

Coordinate all press releases with affected ESFs. For example, any release dealing with suitability of drinking water should be coordinated through the ESF 8 (Medical) Coordinator to insure the water has actually been tested.

Obtain the approval and initials of the Emergency Manager or Director of Public Safety on all press releases. If for some reason one of them is not readily available, the County Manager or ESF 5 Coordinator can approve the release.

Disseminate public information to the media. Provide copies of news releases to all ESFs, the Citizen Information calltakers, and the Emergency Management Office Assistant.

Coordinate with local media to determine the type of questions the public is asking them. This can help guide the content of press releases.

Monitor media coverage. If inaccuracies or rumor-proliferation are noted, take action to have it corrected. Make a note of the subject, source, date and time of the inaccurate information.

Consult with EOC staff on public information needs.

Arrange press briefings when necessary.

Keep informed of the situation through frequent contact with ESF 5.

Fully brief shift relief on events and status of actions taken.

Turn over current log and files to relief.

Upon deactivation of the EOC, turn over all logs and files to the Emergency Manager.

# **ESF 15 – VOLUNTEERS AND DONATIONS UNIT TAB**

PRIMARY AGENCIES:Volunteer Organizations Active in Disaster (VOAD)SUPPORT AGENCIES:VOAD Member Agencies<br/>Department of Public Safety (OCPS)NIMS:The lead agency representative shall serve as the<br/>Volunteer and Donations Unit Leader. This Unit shall<br/>report to the Logistics Section Chief. In some instances,<br/>this Unit may answer to a Branch Chief.

# I. INTRODUCTION

# A. PURPOSE

This tab sets forth procedures and guidelines for the processing and integration of volunteers and donations during a disaster.

# B. SCOPE

The procedures and guidelines apply to situations that require supplementation by volunteers and donated goods in order to meet the operational and human needs during an emergency.

# II. POLICIES

VOAD will have the lead role in coordinating the processing and operational integration of volunteers and donated goods. VOAD has lead responsibility for coordinating unmet needs of volunteer agencies at the local level. VOAD will provide representatives to the Emergency Operations Center (EOC) to act as the ESF 15/Volunteers and Donations Coordinator. VOAD will schedule sufficient staff personnel to cover 24-hour operation of the ESF 15/Volunteers and Donations in the EOC.

OCPS will arrange communications support for the ESF 15/Volunteers and Donations Coordinator and the field operating locations. The ESF 15/Volunteers and Donations Coordinator should identify communications needs to OCPS as soon as they are anticipated.

The ESF 15/Volunteers and Donations Unit is primarily a logistics function; that is, it provides the personnel and supplies to other agencies necessary for them to carry out their operational missions. For example, the Salvation Army may operate a feeding point. The feeding point would need support in obtaining volunteers to greet and register people, unload supplies, categorize supplies, etc. The ESF 15/Volunteers and Donations Unit would organize such support.

The community service and volunteer agencies that make up the membership of VOAD will provide the logistics and personnel support necessary to accomplish the VOAD mission. Unmet and unanticipated needs will be identified to the ESF 15/Volunteers and Donations Unit Coordinator as soon as possible to obtain resolution through the EOC.

# III. SITUATION

# A. DISASTER CONDITIONS

# 1. Floods and Hurricanes

Floods and hurricanes may result in the destruction of critical utilities, thus creating a large need for prepared food and potable water. Large numbers of people may be denied access to their homes for long periods, or their homes may be destroyed. This will create a need for temporary housing. Volunteers from various church and service groups may flow into the area in need of central coordination and direction. Other communities may start donation drives and ship collected donations to the impacted area. These donated goods may not be of the type actually needed. A heavy influx of donated goods will require a huge logistics effort to classify, separate, store, and distribute properly. Members of local volunteer groups may also be victims of the disaster, requiring supplementation by volunteers from other areas.

# 2. Hazardous Materials or Wildfire Incidents

Hazardous materials or wildfire incidents may result in short or long term evacuations of neighborhoods or communities. Evacuees will require temporary housing, feeding, etc.

# 3. Tornadoes

Tornadoes or other severe weather events may result in heavy damage to homes and loss of personal property. Temporary housing may be needed for several families. Replacement of essential items, such as children's' or work clothes, medications, etc. may be needed on an emergency basis.

# B. PLANNING ASSUMPTIONS

# 1. Warning

There may be as little as 12-24 hours warning for floods and hurricanes. Tornado strikes, wildfires, hazardous materials incidents, and transportation accidents provide no warning.

# 2. Resources

Local volunteer resources will usually be sufficient to deal with significant incidents and emergencies. Increasingly more external resources will be necessary to deal with minor, major, or catastrophic disasters. Assume that external resources will not arrive in meaningful numbers for 72 hours after a minor disaster, and 96 hours after a major or catastrophic disaster

# IV. CONCEPT OF OPERATIONS

# A. GENERAL

The ESF 15/Volunteers and Donations Unit Coordinator must coordinate with other EOC staff, local volunteer agencies, and the ESF 15/Volunteers and Donations Desk at the State EOC. The coordinator should maintain a log of activities in the EOC and post important information in Webeoc computer system. The coordinator should fully brief shift replacements.

# B. ORGANIZATION

VOAD is comprised of many service agencies such as Harvest House, the Red Cross, Bridgeway, etc. VOAD publishes an organizational listing that is maintained by OCPS for reference. The member listing is too numerous and fluid to include here. Services available include such things as food, disaster mental health counseling, temporary shelter, some medical support in conjunction with the ESF 8/Health and Medical Unit.

# C. NOTIFICATION PROCEDURES

OCPS will notify the designated VOAD representative when the EOC is going to be activated or when VOAD services are needed. VOAD publishes a notification tree for internal use in disseminating alert information. OCPS will maintain a copy of this notification tree.

# D. RESPONSE ACTIONS

When the EOC is activated, the ESF 15/Volunteers and Donations Unit will be assigned a telephone number for use in coordinating volunteers and donated goods. This number will be published as the central number for external agencies to offer services or goods. Offers of mutual aid from other governmental agencies should be referred to the appropriate ESF Coordinator in the EOC.

As the situation develops, the ESF 15/Volunteers and Donations Unit Coordinator should work closely with the ESF 5/Planning Section, the ESF 6/Mass Care Unit, the ESF 7/Resource Support Unit and Procurement Unit, the ESF 8/Health and Medical Unit and the ESF 11/Food and Water Unit Coordinators to determine the types of support needed and the priorities for support. For example, temporary housing for disaster victims may be a high priority in the first few days (remember also that returning evacuees may find their homes destroyed and need shelter), along with food and water distribution. As the situation progresses, clothing and cleaning supplies may take a high priority. Generally, priorities for action will fall into the following scheme:

# 1. Priority 1

Protecting the health, safety, and security of people in the disaster area (this includes disaster workers as well as victims). Remember, it will not be possible to actually perform all the work necessary, so it will be necessary to provide supplies to people so they can help themselves. Examples of supplies are plastic sheeting, disinfectants, etc. Actual performance of work should concentrate on those who can not help themselves, such as the elderly, disabled, and very young.

# 2. Priority 2

Providing the means for society to rebuild and recover, such as building supplies over and above that necessary to protect people.

# 3. Priority 3

Providing physical comfort, such as hot showers, air conditioning, etc. Remember, however, that air conditioning can be a health and safety issue for the elderly or others with heart conditions, etc. The ESF 15/Volunteers and Donations Unit Coordinator must quickly establish a location for the central receipt and processing of donated goods, and for the staging and processing of volunteers. VOAD will continuously look for such locations prior to a disaster, in conjunction with government and other organizations. VOAD member organizations provide the staff for such centers.

The ESF 15/Volunteers and Donations Unit Coordinator must consult with the ESF 1/Transportation Unit Coordinator to arrange for transportation of personnel and material.

The ESF 15/Volunteers and Donations Unit Coordinator must make frequent contact with the ESF 15/Volunteers and Donations Unit Desk in the State EOC to ensure the State EOC is aware of locally determined priorities for volunteers and donations, the logistics situation, etc. Also, the State EOC ESF 15/Volunteers and Donations Unit Desk will have information on external support that is enroute to the area or available if needed. Notify the State ESF 15/Volunteers and Donations Unit Desk of the locations of any staging areas (and name of the person in charge and phone number at each site) for volunteers and donated goods. Prepare a map showing the location in relation to I-10 and provide it to the State EOC.

Volunteers for animal protection should be referred to the Panhandle Animal Welfare Society, ESF 17 for coordination.

The ESF 15/Volunteers and Donations Unit Coordinator will provide updates to the other ESFs on the type and quantity of services and materials available. This will help ensure that needed resources are actually used. This can be accomplished at the periodic EOC briefings and round-table, and by passing a Quick Message Form to the ESF 5/Planning Section and the ESF 7/Resource Support Unit and Procurement Unit Coordinators. Consult with the ESF 7/Resource Support Unit and Procurement Unit Coordinator frequently to ensure mutual support.

The ESF 15/Volunteers and Donations Unit Coordinator should explore all possible avenues for volunteers and goods. For example, the military bases may provide volunteer manpower to assist elderly or disabled with debris removal; local grocery chains often provide ice or water, etc. VOAD normally maintains a list of local businesses that can provide assistance, since the member agencies depend on such support on a day-to-day basis.

The ESF 15/Volunteers and Donations Unit Coordinator should inform the ESF 16/Law Enforcement and Security Unit Coordinator of any external shipments due in, especially during times of restricted access. If a shipment is expected, try to obtain information on the route to be used into the county, the type of vehicle, and the time the vehicle is expected. Provide this information to the ESF 16/Law Enforcement and Security Unit Coordinator to facilitate processing the vehicle through security checkpoints.

### V. RESPONSIBILITIES

### A. PRIMARY AGENCY

VOAD provides an ESF 15/Volunteers and Donations Unit Coordinator to the EOC on a 24-hour per day basis when needed. VOAD maintains a current listing of member agencies and notification procedures. VOAD coordinates the acquisition, staging, processing, and distribution of volunteers and donated goods to ensure support of the other ESFs.

### B. SUPPORT AGENCIES

Members of VOAD conduct their operations to support human needs according to their mission capabilities, charters, etc. They provide staff to assist VOAD in its coordination mission.

OCPS arranges communication support for VOAD.

### VI. RESOURCE REQUIREMENTS

See Planning Assumptions.

See the Appendix Section of the CEMP, Miscellaneous Information, the tables regarding Temporary Feeding Factors and Temporary Housing Factors.

### VII. REFERENCES

Okaloosa/Walton VOAD Disaster Response Plan

Okaloosa/Walton VOAD By-Laws

NOTE: A separate checklist for the ESF 15/Volunteers and Donations Unit Coordinator is not provided since the procedures described in the tab are straightforward enough to use as it stands.

### **ESF 16 – LAW ENFORCEMENT AND SECURITY UNIT TAB**

- **PRIMARY AGENCIES:** Okaloosa County Sheriff's Office Municipal Police Departments
- SUPPORT AGENCIES: Okaloosa County Public Works Department Municipal Public Works Departments Okaloosa County Regional Airport Law Enforcement Okaloosa County Public Safety (OCPS)
- NIMS: The lead agency representative shall serve as the Law Enforcement and Security Unit Leader. This Unit shall report directly to the Operations Section Chief. In some incidents, the Leader may serve as the Operations Section Chief or Incident Commander.

### I. INTRODUCTION

### A. PURPOSE

To set forth the general policies and guidelines for law enforcement and security operations in joint emergency operations.

### B. SCOPE

This tab does NOT seek to address how law enforcement agencies will conduct criminal investigations, crime patrol, traffic control, or other elements of internal agency policy. The scope of the tab is limited to identifying how law enforcement agencies support joint operations in significant emergencies.

### II. POLICIES

The Sheriff is the Chief Law Enforcement Officer of the county.

Each law enforcement agency should prepare internal plans and standard operating procedures for deployment of assets, personnel staffing, and operational guidelines for support of this plan.

The following elements of emergency operations will be the primary responsibilities of law enforcement:

- Enforcement of statutes and ordinances.
- Patrol and enforcement of any established curfews or mandatory evacuation orders.
- Crowd control.

- Security of shelters, mass care facilities, distribution sites, staging areas, operations centers, government buildings, evacuated areas, etc.
- Re-entry control of evacuated areas, to include establishing and staffing any necessary checkpoints.
- Traffic management during evacuations and re-entry.
- Incident command for wilderness search and rescue operations (urban search and rescue in collapsed or damaged structures falls within the command scope of the Fire Service), lost or missing persons, etc. Since most wilderness areas are under the jurisdiction of the Sheriff's Office, the Sheriff will, by default, usually be in command of such operations. Since the Sheriff's Department has most of the personnel and vehicle resources that would be used in such operations, then command will fall within the Sheriff's responsibilities.

### III. SITUATION

# A. DISASTER CONDITIONS

### 1. Hurricanes, Tropical Storms, and Floods

The above mentioned incidents may require evacuation of large areas within the county. Large numbers of evacuees (see Basic Plan, Section III.A.3. Population at Risk for estimates) will require a large commitment of personnel and resources for traffic management and security of evacuated areas. After the event, it may be necessary to control access to large areas due to damage and threats to public safety. Curfews may be necessary for safety and security. An influx of contractors will require proactive license checks to deter or intercept unscrupulous workers. If the demand for labor is high, the county may be inundated with laborers from other parts of the state or nation. In a major disaster, large numbers of mutual aid officers from other jurisdictions may come to our aid. These personnel will require logistics support, an area orientation, and operational management. Local officers will themselves be disaster victims who will need to spend time with insurance agents, relief agencies, or state and federal disaster assistance specialists. Stress and fatigue will impact operations over time.

### 2. Tornadoes and Windstorms

Tornadoes and windstorms may require urban search and rescue efforts (fire service command), security of damaged areas, traffic control, and security at temporary housing shelters. Such incidents usually place a short-lived high demand for law enforcement personnel and vehicles.

### 3. Hazardous Materials Incidents and Wildland/Urban Interface Fires

The above mentioned incidents may require law enforcement support in door-to-door or neighborhood evacuation notices. Also, the Fire Service Incident Commander may call upon law enforcement for traffic control, security of the perimeter, and security at temporary housing shelters. These incidents may last from an hour to several days.

# 4. Mass Casualty Incidents

Mass casualty incidents, such as aircraft crashes, train wrecks, bus accidents, etc. will require heavy law enforcement involvement for perimeter security and traffic control. Perimeter security is critical to prevent unauthorized persons from interfering with rescue and fire suppression, to protect the public from hazards, and to protect the scene for follow-on investigations. Once the situation phases out of a hazard-suppression and rescue operation, and into a mass-fatality operation, law enforcement will assume command.

# 5. Civil Disturbances, Terrorist, and Hostage Incidents

The above mentioned incidents may require large numbers of personnel and a Unified Command structure to coordinate operations across municipal boundaries. Law enforcement will have Incident Command of these operations. All other ESFs will work within the National Incident Management System (NIMS) under Law Enforcement Command.

# 6. Wilderness Search and Rescue

Wilderness search and rescue will require a large number of personnel and vehicles. If the operation extends beyond a few hours, heavy logistics support for food, water, and other supplies will be necessary. As the operations goes on, large numbers of volunteers will present themselves for work. These volunteers will usually want to help search, but may not be in the proper physical condition or have the requisite navigation and wilderness skills. All other ESFs will work within the NIMS under Law Enforcement Command.

### B. PLANNING ASSUMPTIONS

In major incidents, such as hurricanes, it will take 12-24 hours for advance parties of mutual aid and National Guard forces to arrive. External assistance will arrive in significant numbers in 24-72 hours. Local law enforcement agencies will need to assimilate these forces in their patrol and security operations.

After a major evacuation, large numbers of returnees will attempt to reenter closed areas. In localized evacuations, such as for hazardous materials spills, media and sightseers will attempt to enter the restricted zone. This will require adequate staffing of checkpoints on roadway networks and perimeter patrols.

Looting may take place in evacuated areas, but on a scale that creates more of a public outrage impact than an economic impact.

Critical workers, such as home health nurses, volunteer relief agencies, military pilots, etc. will need access to the area. Many of these people may have been brought in from out of the county, and will not have locally issued passes. Law enforcement officers stationed at checkpoints will need clear instructions on who to allow entry into the area. Entry controls should be designed to protect the public, not interfere with humanitarian efforts.

During the recovery phase of a major disaster, large numbers of unskilled workers and some unlicensed and unscrupulous contractors may flock to the area for business. Homeowners who are frustrated by long waits for repair work to begin may fall prey to such people. Aggressive patrolling and license checks can act as a deterrent to such people, but may be seen as an obstacle to recovery by homeowners. Any efforts to protect the public from unscrupulous contractors must be accompanied by a public information campaign to explain the necessity for such efforts.

# IV. CONCEPT OF OPERATIONS

# A. GENERAL

Municipal law enforcement agencies have primary responsibility for traffic control, security, crowd control and other law enforcement activities within their jurisdictions. The Sheriff has primary responsibility for these actions in the unincorporated areas, and as a supplement to municipal agencies in their jurisdictions. The Sheriff, as the chief law enforcement officer of the county, has responsibility for coordinating the overall law enforcement effort within the county.

# B. ORGANIZATION

Law enforcement agencies and assets are identified in the Basic Plan and the Appendix Section of the CEMP. This information will be updated annually during the period of April to May.

During a major disaster or other incident that requires the coordination of multi-jurisdiction agencies, the Sheriff may establish a Law Enforcement Command Post. For countywide operations, this will usually be at the S.O. Headquarters located on 50 2<sup>nd</sup> St in Shalimar. For regional operations, such as floods that primarily impact north county, the Sheriff may establish a command post at a regional location, such as the County Jail or the Sheriff's Crestview Office.

The Sheriff will insure that a Law Enforcement Coordinator is assigned to the EOC whenever the EOC is activated. This will be in addition to any command post established. The coordinator will act as a liaison between law enforcement and the EOC.

# C. NOTIFICATION PROCEDURES

OCPS will notify all law enforcement agencies of impending natural or technological incidents when possible. Municipal agencies or the Sheriff's Office is responsible for notifying affected agencies when they become aware of situations that may have cross-jurisdictional implications, for example, a civil disturbance or hostage situation.

Once the EOC or Law Enforcement Command Post has been established, the Sheriff's Office will have responsibility for notifying other law enforcement agencies of situation updates.

In cases involving bomb threats or explosive devices (other than transportation accidents), the law enforcement agency with primary jurisdiction will be responsible for requesting military bomb dog or Explosive Ordnance Disposal support. In transportation accidents involving explosives or munitions, the Fire Incident Commander has responsibility for requesting military support.

# D. RESPONSE ACTIONS

In non-declared emergencies, such as localized hazardous material incidents or aircraft crashes, the Incident Commander will request law enforcement support from the agency having primary jurisdiction over the geographic location. The chief law enforcement officer for that agency will have responsibility for deploying forces to meet the Incident Commander's requirements. If the agency can not meet those requirements with existing resources, the agency should request mutual aid from other law enforcement agencies in the county. If those additional assets still do not meet the need, the agency should coordinate with the Sheriff to request mutual aid from external agencies. Only the Sheriff can request law enforcement assistance from outside the county.

In non-declared emergencies, the law enforcement agency with primary jurisdictional responsibility should post a liaison officer at the Incident Commander's location.

In any emergency, the Incident Commander will determine the basic objectives, while the law enforcement operational commander will determine how to meet those objectives. For example, a Fire Chief may request law enforcement to secure a perimeter around a hazardous materials incident, but the law enforcement operational commander will determine how many personnel are needed and how those personnel will be deployed most effectively.

In a declared emergency, the EOC will notify the ESF 16/Law Enforcement and Security Unit Coordinator of traffic control, security, or crowd control issues and objectives, while the Sheriff and/or Law Enforcement Command Post will determine the procedures necessary to meet the objectives within the guidelines established by the CEMP.

# 1. Evacuation Traffic Flow

It is imperative that evacuation traffic be kept moving. The Law Enforcement Command Post should coordinate with municipalities and public works agencies to remove obstructions and control traffic lights to insure smooth flow for outbound traffic. Slowdowns require immediate attention. Stalled and disabled vehicles must be quickly moved off the roadway. Occupants of such vehicles should be assigned to other vehicles in the evacuation flow. Officers should focus their attention on the bottleneck segments of evacuation routes. When traffic threatens to bottleneck at key sites, law enforcement should redirect traffic to alternate routes, if possible. This may cause some public outrage, but it is essential to keep traffic flowing. The public also has a responsibility – to leave early enough to avoid creating traffic backups.

If necessary for large-scale evacuations, law enforcement may request the EOC to arrange for Civil Air Patrol or Florida Highway Patrol aircraft monitoring of traffic flow. It will be necessary to provide the CAP with a compatible radio. Patrol efforts during evacuation should be concentrated along bottleneck segments, since any breakdown of flow along these segments will do disproportionate damage to the evacuation process.

Supervisors should check bottleneck segments frequently to insure officers at those locations are properly dealing with contingencies.

During mass evacuations, response to traffic incidents such as accidents, stalls, or spilled loads should have the added emphasis of removing blockages and keeping traffic moving. It may be impractical to wait for wrecker support in the cases of disabled vehicles. In such cases, other vehicles or manpower should be pressed into service to move the obstacle. Overturned or disabled vehicles should be pushed to the side.

# 2. Evacuation Traffic Route Control

Controlling the routes of evacuation traffic is problematical at best. In the early stages when traffic is flowing on its own, evacuees should be allowed to use the routes of their choice. As bottlenecks and stoppages occur, however, it may be necessary to direct traffic along alternate routes. Regardless of direction controls implemented, school busses and Okaloosa Coordinated Transportation vehicles must be allowed uninhibited access to routes so that evacuation of special needs patients can proceed quickly. This will cause some frustration and outrage, but their may be little choice if the overall traffic management plan is to be successful. If necessary, the following route controls may be enacted:

- Northbound traffic from the Midbay Bridge will be directed North on the MidBay Bridge to the 285 Connector then North on Hwy 285.
- Northbound traffic in the leftmost lane along Hwy 85 between Ft. Walton Beach and Niceville will be directed to Hwy 123. Traffic in the right lanes will be directed to College Blvd. Traffic on College Blvd will be alternately directed to Hwy 85 and Hwy 285 in proportions necessary to alleviate congestion. For example, if officers on Hwy 85 are reporting backups at I-10, then College Blvd traffic should be made to pass across Hwy 85 and flow to Hwy 285.

- Traffic at the Hwy 85 and I-10 intersection will be split so that alternating cars go east and west on I-10, and north on Hwy 85 through Crestview. Traffic continuing north on Hwy 85 will be monitored at Hwy 90 and alternately directed east and west on Hwy 90, and north on Hwy 85 to Florala.
- Traffic moving west on Hwy 90 will alternately be directed north on Hwy 4. In Baker, traffic will further be directed north on Hwy 189 and west on Hwy 4.

Keep in mind that unmanned traffic barricades are useless. Experience has shown that drivers will simply go around them or throw them to the side.

Officers at checkpoints should not tie up traffic by allowing drivers to stop and ask for information.

Converting lanes to one-way flow is hazardous and creates logistics problems. More officers are needed for monitoring, access roads must be closely guarded, it is more difficult to reach accidents or stoppages, and a route south must be kept open for official vehicles. Due to the number of bottlenecks on outbound routes, wrong-way flow does not get vehicles out of the county any faster. The only value of contra flow in our situation is to relieve backups on feeder roads and to reduce driver frustration. The only contra flow options that should be allowed are listed below. Each of these options carries its own set of unique problems and should be carefully evaluated for true benefit before implementing.

- Hwy 123, all lanes north.
- Hwy 85, three lanes north (very difficult to control because one lane south MUST be kept open).
- College Blvd, both lanes east to Hwy 85 North and Hwy 285 (very difficult to control due to the number of access roads).
- Mid Bay Bridge and connector all lanes north, to Hwy 285 with some lanes allowed to Exit at Hwy 20 and head east.
- Hwy 98, three lanes westbound out of Destin. (One lane east must be kept open for official vehicles, requires close coordination with City of Ft. Walton Beach for traffic control at Brooks Bridge and northbound side streets.

Law enforcement will have the best information on traffic flow rates, and will thus be in the best position to determine when to implement destination/route control. The EOC should be notified as soon as possible that such measures will be implemented.

When shelters or relief distribution centers are established, the law enforcement agency with primary jurisdictional responsibility for the geographic area will provide sufficient personnel to ensure security on a 24-hour basis. If personnel resources allow, the minimum shelter staff should be two officers. The minimum staff for relief centers will be determined by the size of the perimeter, type of facility, etc. If additional personnel are needed, the agency should request mutual aid as stipulated in IV.D., above.

When it is necessary to control entry to an area of the county, the EOC will identify that need to the ESF 16/Law Enforcement and Security Unit Coordinator or Sheriff. Such controls may be necessary for a matter of hours or days. Checkpoints for entry control are usually best established at natural choke points, such as Hwy 85 north of the intersection with Hwy 123, Hwy 285 at College Blvd, Hwy 98 at the county line, Midbay Bridge Connector where it meets Hwy 285 or Hwy 85, etc. Keep in mind that entry control points will require areas for vehicle turn around, vehicle waiting areas, and sufficient personnel for traffic control as lines of waiting vehicles form. A passing lane must be kept open for emergency, public works, mutual aid, and disaster relief vehicles. The EOC will inform the ESF 16/Law Enforcement and Security Unit Coordinator of guidelines on who should be allowed into an area. Municipalities will inform the EOC of entry restrictions they wish to impose, and when those restrictions should be modified or lifted.

Re-entry controls should not inhibit recovery and humanitarian efforts. For example, re-entry controls for security should not restrict medical staff, public works employees, military personnel, insurance adjusters or disaster volunteers. Re-entry controls for safety, such as when power lines are across roads or bridges are unsafe, should restrict all but official vehicles. Close coordination between the EOC and Law Enforcement Command Post is essential to determine which re-entry controls are necessary. Law enforcement must ensure that officers in the field are given clear guidance as the situation evolves. Re-entry information on business and personnel required to perform damage assessment for business in Okaloosa County are kept in WebEOC in the library section.

The Policy Group will determine the need for curfews (the Policy Group includes the Sheriff, Board of County Commissioners, and Mu-

nicipal representatives). Any curfews will be standardized throughout the restricted zones. For example, there should not be a curfew of one time range for Ft. Walton Beach and another for Mary Esther. Such differences in curfews allow violators to skirt the perimeter and cross jurisdictional lines to hit selected targets of opportunity.

Law enforcement agencies have responsibility for obtaining intelligence as it relates to their responsibilities in an emergency.

In criminal incidents, such as hostage or civil disturbance events, the Essential Elements of Information (EEI) include identity of ringleaders and participants, history and background of key figures, strengths and weaknesses of key figures, plans and intentions, weaponry and protective gear, terrain or building features, weather, etc.

In natural or technological incidents, EEI includes organized looting efforts, identifying individuals or groups engaged in contracting scams and their methods, time and movement patterns for re-entry attempts, traffic flow patterns, weather, etc.

Each law enforcement agency will develop its own plans for staging resources. Municipal agencies usually stage at their primary operating location. Staging at public shelters in the jurisdiction can provide a means of staging and decentralizing resources. Decentralized staging helps to prevent excessive loses if the primary location is destroyed by tornado or high winds, and helps to quickly disperse forces throughout the area after the event. Mutual aid forces responding from outside the county can stage at the areas designated in the, Master Location List.

Each law enforcement agency is responsible for developing plans and procedures for large-scale incidents of a primarily criminal nature such as hostage incidents or civil disturbances. The ancillary and logistics functions (such as food and water, public works support, etc.) may be guided by the elements of this plan.

# V. RESPONSIBILITIES

### A. PRIMARY AGENCIES

# 1. Sheriff's Office (SO)

The Sheriff has overall responsibility for traffic control, security, crowd control and general law enforcement functions in the county. The Sheriff requests and coordinates law enforcement mutual aid response from outside the county. SO provides mutual aid to municipal agencies when required. Assimilates and

deploys mutual aid forces assigned to duty with the Sheriff's Office. SO provides fuel and logistic support to mutual aid forces assigned to duty with the Sheriff's Office. The Sheriff insures that an ESF 16/Law Enforcement and Security Unit Coordinator is assigned to (and present in) the EOC whenever it is open. SO provides security at shelters and relief centers in the unincorporated areas. Retains incident command in those types of incidents specified in the Basic Plan. Makes death notifications in coordination with the Medical Examiner.

# 2. Municipal Police Agencies

City police departments have primary jurisdictional responsibility for traffic control, security, crowd control and general law enforcement activities within their jurisdictions. They coordinate with the Law Enforcement Command Post or EOC when activated. They provide security to shelters and relief centers within their jurisdictions. Assimilates and deploys mutual aid forces assigned to them. They provide fuel and other logistic support to mutual aid forces assigned to them. When necessary, requests mutual aid from neighboring municipal agencies or the Sheriff. They retain incident command in those types of incidents specified in the Basic Plan. They make death notifications in coordination with the Medical Examiner.

# B. SUPPORT AGENCIES

# 1. Okaloosa County Public Safety (OCPS)

OCPS provides medical, communication, technical and logistics support to law enforcement when requested. OCPS activates the EOC when necessary, and in declared emergencies, coordinates the overall effort to respond and recover. OCPS provides weather information to law enforcement when requested, and coordinates food and water support for extended operations. OCPS may arrange Critical Incident Stress Debriefings when requested.

# 2. Public Works Agencies

Public Works agencies may provide heavy equipment support to law enforcement operations, and can clear traffic obstructions when requested. Public Works agencies can provide traffic control devices (barricades and pylons) when requested. Public works agencies that have control of traffic lights cooperate with law enforcement requests to time them for more efficient outbound flow.

# VI. RESOURCE REQUIREMENTS

# A. TRAFFIC CONTROL

Officers should be assigned in teams of two to key traffic control points. One officer will direct traffic, while the other will monitor flow and identify developing problems. The monitoring officer should rest as much as possible to conserve energy. The officers should switch functions approximately every hour. Complex or very busy intersections (such as Hwy 85 and I-10) may require additional teams. At least one officer at each traffic control point should be an experienced person. The additional officers may be Police Auxiliary or Sheriff's Posse members. It is not practical to station officers at every intersection. Officers patrolling the evacuation route can check non-critical intersections and deal with temporary flow problems.

A command-level officer in the Law Enforcement Command Post should be assigned the sole duty of traffic monitoring. This officer will monitor flow problems and direct additional officers to the scene as necessary, or make decisions that field supervisors or officers are uncomfortable with. This officer will also relay flow information to the EOC to facilitate EAS broadcasts of traffic information. It is essential that the Law Enforcement Command Post coordinate with neighboring jurisdictions and the Florida Highway Patrol.

Assign one officer per patrol car in evacuation route patrol duty. If possible, assign two officers (a full-time officer and one posse or auxiliary) to patrols of evacuated areas and regular crime patrol duties. This will alleviate the problems associated with lack of back-up in confrontations.

Patrol lengths along evacuation routes should not exceed ten miles. It is best to retain normal patrol definitions whenever practical. Patrols should be shortened if the traffic situation would significantly delay patrol circuits. Patrol vehicles should pass each bottleneck segment at least once per hour, and non-bottle neck segments at least every two hours. The following formula can be used to compute personnel requirements for patrol: Patrol units per 12-hr shift = (# of passes per 12-hr shift) \* (roadway length) 6 \* (avg speed)

**Example:** To make one pass per hour along all points of a 10-mile road, with an average speed of 10 mph, you would need 2 patrol units.

$$\frac{12 * 10}{6 * 10} = \frac{120}{60} = 2$$

It may be necessary for law enforcement officers to assist in door-todoor notifications for limited area evacuations, such as in hazardous materials incidents. Speed of notification is essential in such instances, so the maximum number of available officers should be assigned to such duty when needed. Perimeter security requirements for such instances will depend on the size of the affected area and the number of roads entering the area. Traffic control points should follow the procedures mentioned above. Perimeter security will depend on the terrain and number of buildings in the area.

# B. SECURITY

At least one and preferably two officers should be assigned to each shelter.

Entry control checkpoints should be staffed in teams of two. As more and more people attempt to re-enter, additional teams will have to be assigned. The heaviest burden can be expected on the second and third days, with generally decreasing burden until the area is reopened.

Relief distribution centers require at least one officer assigned around the clock, with close patrol by mobile units.

Logistical staging areas require one officer for interior security and a perimeter patrol. Each entry point requires an officer for security.

Disaster Application Centers require only a close patrol.

The Emergency Operations Center will require an officer for entry control.

# C. TRANSPORTATION

The Okaloosa County School District, Okaloosa County Corrections Department, and Coordinated Transportation can provide transport of officers. The ESF 16/Law Enforcement and Security Unit Coordinator should coordinate such needs through the ESF 1/Transportation Unit Coordinator.

### D. FOOD AND WATER

Officers will need meals and water. The ESF 16/Law Enforcement and Security Unit Coordinator should coordinate with the ESF 11/Food and Water Unit Coordinator for such support. Supervisors should carry supplies of water for officers assigned to control points or static security posts.

# E. SHELTER

External mutual aid officers will require a place to sleep. So-called "tent cities" may be erected for this purpose, local officers may host visiting officers, public buildings may have areas for sleeping or contracts with local hotels can be implemented.

### F. OPERATING FACILTIES

The EOC located at the Northwest Florida State College in Niceville has ample space and parking for emergency responders and large scale operations. If additional space is required for North or South end operations the Policy Group will coordinate the space requirements with other agencies on an as needed basis.

### VII. REFERENCES

Chapter 23, Florida Mutual Aid Act, Florida State Statutes

Chapter 92-353, Consumer Protection -- Price Gouging, Florida State Statutes

Chapter 252, Emergency Management, Florida State Statutes

Chapter 870, Affrays; Riots; Routs, Unlawful Assemblies, Florida State Statutes

Comprehensive Emergency Management Plan, State of Florida

Executive Order 80-29, Disaster Preparedness

Florida Mutual Aid Plan, Florida Department of Law Enforcement, Dec 1996

FEMA CPG 2-15, Transportation Planning Guidelines for the Evacuation of Large Populations, Sep 1984.

### Emergency Support Function (ESF) 17 Animal Protection

Primary Agency:	Panhandle Animal Welfare, Okaloosa County Extension Office
Support Agencies:	Local Veterinarians Florida State Agriculture Response Team

### I. Purpose

The purpose of Emergency Support Function 17 is to provide for the coordination of local resources in response to small pet, livestock, and exotic animal care needs before, during, and following a significant natural or technological disaster. Animal issues are often overlooked in the planning process for disasters. This lack of planning, caused by the belief that animals can fend for themselves, leads to serious problems when these animals are forced from their habitats due to injury or hunger. By developing operational procedures to care for these animals prior to such an event, this Emergency Support Function will help reduce animal-related problems in emergencies.

Emergency Support Function 17 will provide overall management, coordination and prioritization of county-wide Animal Control services and assets to support pet and livestock animal needs in the event of a major emergency or disaster.

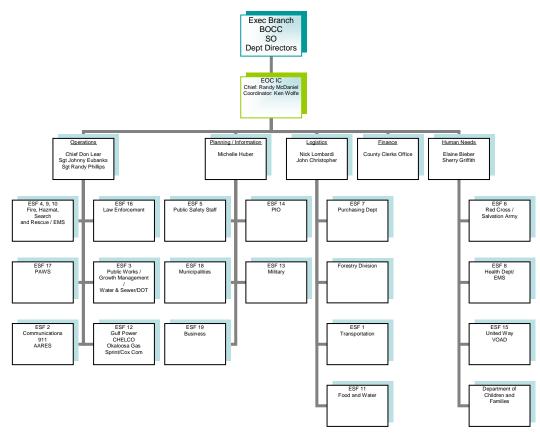
Emergency Support Function 17 readiness planning is guided by the following assumptions:

- Human lives may be lost due to the refusal of owners to evacuate without their pets or livestock. Public education by the County and animal-related organizations is needed to make the people aware of pet sheltering facilities available, and the need to plan in advance.
- The large number of homeless/injured pets, livestock, and exotic animals, would be a health and nuisance/bite threat which would necessitate a response to address the capture and subsequent sheltering of these animals.
- Triage and treatment of sick and injured animals to include euthanasia, if necessary, would have to be accomplished by veterinarians at designated shelters and private offices.
- Commercial pet/livestock food would need to be imported into the county by prior arrangement with vendors. Food drops for wild animals would be organized by various wild-animal-related groups and state agencies.
- The accumulation of shelter animal waste and carcasses must be removed to approve solid waste dumping sites.
- The accumulation of animal carcasses throughout the County must be removed to approve solid waste dumping sites and/or burnt on site.
- Sheltered animals will need to be re-united with their owners after the disaster.

### II. Concept of Operations

### A. GENERAL

- Emergency Support Function 17 is organized consistent with State Emergency Operations Center and the requirements of the National Response Plan, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, and coordination and support operations to Okaloosa County through the Okaloosa County Emergency Response Team, Area Operations and State Emergency Response Teams to assure a timely and appropriate response to an emergency or situation.
- 2. Procedures protocols and plans for disaster response activities are developed to govern staff operations at the Okaloosa Emergency Operations Center and in the field. These are in the form of Emergency Operations Plan (i.e. Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe Emergency Support Function 17 capabilities (based on the National Planning Scenarios, the Universal Task List and the Target Capabilities). Periodic training and exercises are also conducted to enhance effectiveness.
- 3. In a large event requiring local or State mutual aid assistance, Emergency Support Function 17 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.
- 4. Throughout the response and recovery periods, Emergency Support Function 17 will evaluate and analyze information regarding the availability of animal protection services.
- 5. Requests for Animal Control assistance will be channeled through the Extension Office dispatch as much as feasible, with calls taken by the Sheriff's Office dispatcher at other times. At the time of activation of the EOC, Emergency Support Function 17 will be staffed on a 24-hour schedule to interface and communicate with other agencies and prioritize assistance requests.



#### Figure 21 – Incident Command System Structure: ESF 17 – Animal Protection

#### **B. ORGANIZATION**

#### 1. COUNTY

- a. The Okaloosa County Extension Office, or designee at the Emergency Operations Center, is responsible for all activity of the Emergency Support Function. All volunteer animal-related agencies will coordinate directly with this Emergency Support Function at the EOC. Okaloosa County Extension Service will coordinate all large animals Emergency Support Function Activity with this ESF at the EOC.
- b. During an activation of the County Emergency Operations Center, support agency staff is integrated with the Okaloosa County Extension Office staff to provide support that will provide for an appropriate, coordinated and timely response.
- c. During an emergency or disaster event, the Emergency Operations Center, Operations Section Chief will coordinate the support resources from the support agencies with the Human Services Branch Chief.
- d. During the response phase, Emergency Support Function 17 will evaluate and analyze information regarding volunteers and donations requests. Also, Emergency Support Function 17 will develop and update assessments of the requirements for resources to provide animal protection services in the impacted area and undertake contingency planning to meet anticipated demands and requirements.

- e. PAWS and the Okaloosa County Extension Office develops and maintains the overall Emergency Support Function 17 Emergency Operations Plan and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Plan, the National Incident Management System, the Incident Command System and the County Comprehensive Emergency Management Plan.
- f. Staffing of ESF 17 positions will be accomplished through using resources of the Okaloosa County Extension Office along with personnel from ESF 17 support agencies and trained and screened unaffiliated volunteers.

### 2. AREA

- a. The Human Services Branch Chief, in consultation with the requesting jurisdiction, may obtain additional animal protection services via established mutual aid agreements.
- b. The Florida Department of Agriculture and Consumer Services serve as the lead agency for animal protection services and support and will designate a liaison to the EOC from the Regional Office and/or the Regional Domestic Security Task Force (RDSTF). The liaisons have been trained to carry out Emergency Support Function 17 responsibilities and will function as coordinators, assessors, and operational personnel in support of EOC or field activities.
- c. If more than one County emergency management operation center is activated, State ESF 17 may support the coordination of the response with regional resources or request additional resources from the State Emergency Operations Center. Under such circumstances, the State ESF 17 agencies will participate in a Multi-Agency coordinating entity to coordinate requests for Animal Protection resources among multiple Emergency Operations Centers.

#### 3. STATE

- a. During an activation of the State Emergency Operations Center, the Florida Department of Agriculture and Consumer Services is the designated lead agency for State animal protection services and will provide a liaison to facilitate requests for ESF 17 resources to local Emergency Operations Centers.
- b. During an emergency or disaster event, the primary and support agencies of Emergency Support Function 17 at the State Emergency Operations Center will report to the Human Services Branch Chief who reports to the Operations Section Chief under the overall direction of the State Coordination Officer.
- c. The Florida Department of Agriculture and Consumer Services develops and maintains the overall Emergency Support Function 17 Emergency Operations Plan and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Plan, the National Incident

Management System, the Incident Command System and the County Comprehensive Emergency Management Plan.

### C. ALERTS/NOTIFICATIONS

- 1. The Okaloosa County Extension Office will notify the County Warning Point when information comes to their attention indicating that an emergency or disaster situation is developing. The report will include all relevant information that is known at this time. Additional information should be reported as it becomes available.
- The County Warning Point, will notify the "on call" Emergency Duty Officer and/or Emergency Coordinating Officer (ECO) for Emergency Support Function 17 when the County or an area of the County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
- 3. Emergency Support Function 17 will be activated or placed on standby upon notification by the County Emergency Management Office. The primary and support Animal Protection representatives or designees will jointly manage the emergency activities of ESF 17.
- 4. Initial notification will be sent by the Emergency Operations Center to Okaloosa County Extension Office as the primary agency of this ESF. Immediately following notification to activate this ESF, Okaloosa County Extension Office will complete the following:
  - Assure necessary emergency operating facilities and reporting systems are established.
  - Establish communications with the EOC, obtain status report, contact Okaloosa County Extension Service, and contact Okaloosa County Sheriff's Office, contact area veterinarians and kennels. Provide appropriate representation to the EOC.

### D. ACTIONS

Actions carried out by Emergency Support Function 17are grouped into phases of emergency management: prevention, preparedness, protection, response, recovery and mitigation. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. Emergency Support Function 17 encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services.

### 1. PREPAREDNESS ACTIONS

- a. Actions and activities that develop Animal Protection response capabilities may include planning, training, orientation sessions, and exercises for Emergency Support Function 17 personnel (i.e., County, State, Regional, and Federal).
- b. Conduct planning with Emergency Support Function 17 support agencies, Regional Domestic Security Task forces, and other emergency support functions to refine Animal Protection operations.

- c. Deliver preparedness programs that address small pet issues. The Okaloosa County Extension Service will coordinate preparedness and response measures that address livestock or other large animals.
- d. Promote awareness of animal protection through a public education brochure entitled, "You and Your Pets...Preparing for Hurricanes"

### 2. RESPONSE ACTIONS

- a. Coordinate with Emergency Support Function 1 (Transportation), and Emergency Support Function 6 (Mass Care), to provide support in sheltering animals whose owners will not evacuate without their pets. Animals will be placed at the animal control shelter (the American Red Cross does not allow pets in public shelters). Animal Control, to the extent possible, will accept pets from the Red Cross shelters.
- b. Identify, mobilize and deploy assessment representatives to the disaster area(s) to determine the specific health and safety needs and priorities. Emergency Support Function 17 will coordinate with other Emergency Support Functions represented at the EOC to provide support to aid in the relief of nuisance and health-related problems involving animals and their impact on human relief efforts.
  - Provide assistance in the following areas: capture of injured and displaced animals, sheltering, medical care, feeding, relocation and reunification with owners, acquisition of additional food and supplies from vendors to support the relief efforts, continued coordination with other ESFs for timely and proper carcass disposal.

### 3. RECOVERY ACTIONS

Provide continued care of sheltered animals, provide an extended network for the adoption of unclaimed animals, and assist in the relocation of sick and injured animals to permanent facilities until a return to normal operations.

#### 4. MITIGATION ACTIONS

Develop and deliver guidance for farmers and owners of livestock on measures that can be taken to reduce losses from scenario disaster event

### E. DIRECTION AND CONTROL

- Emergency Support Function 17 complies with the National Response Plan, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by the Department of Emergency Management, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Okaloosa County.
- 2. The Emergency Support Function 17 system operates at two levels: 1) County Emergency Operations Center; and 2) Field operations.
- 3. During emergency activations, all management decisions regarding County or regional response are made at the County Emergency Operations Center by the Emergency Support Function 17 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Section Coordinators and staff at the County Emergency Operations Center

assist the commander in carrying out the overall mission. Sections, Units, Teams, staffing levels, etc. are modular and scalable, depending on the type, size, scope and complexity of the emergency or disaster event.

4. A staffing directory and the Emergency Support Function 17 Emergency Operations Plan, its accompanying Appendices, Annexes and Standard Operating guidelines are maintained by the Okaloosa County Extension Office with status of the call lists updated at least monthly and all other documents at least annually.

### F. **RESPONSIBILITIES**

### 1. PRIMARY AGENCY – OKALOOSA COUNTY EXTENSION OFFICE

- a. Notify, activate, and mobilize all agencies assigned to the ESF.
- b. Coordinate all support agency actions in performance of missions assigned to this ESF.
- c. Coordinate requests for assistance and additional resources necessary during performance of the mission with the appropriate agencies.
- d. Function as the County's representative/liaison to the Emergency Operations Center (EOC) Team for the activities and responsibilities carried out by the primary and support agencies of this ESF.
- e. Investigate all animal bites.
- f. Facilitate the transportation of injured, stray, or nuisance animals to animal care facilities.
- g. Assist emergency response teams with animal-related problems.
- h. Make the arrangements for the removal and disposal of dead animals.
- i. Coordinate with the Okaloosa County Public Health Unit for the release of public information regarding animals and related health issues.
- j. Enforce the Okaloosa County Animal Control Ordinance.
- k. Provide for quarantine of bite animals for observation. Impounding animals roaming at large.
- I. Euthanize sick and/or injured animals through assigned and authorized persons.
- m. Return wild animals to their natural environment.
- n. Respond to animal-related inquiries.
- o. Investigate animal cruelty and neglect complaints.
- p. Maintain equipment and resources necessary to manage livestock in a disaster situation.
- q. Provide or arrange the transportation of livestock in the aftermath of a disaster.
- r. Assist in the establishment of housing for livestock and displaced animals.

### 2. SUPPORT AGENCIES:

(NOTE: Each Support Agency should review its own roles and responsibilities and revise in conjunction with the Okaloosa County Extension Office).

- a. Notify, activate, and mobilize all personnel and equipment to perform or support assigned functions.
- b. Designate and assign personnel for staffing of all facilities at which this Emergency Support Function is required, and providing representation when it is determined by the primary agency of this Emergency Support Function to be necessary.
- c. Coordinate all actions of the support agency with the primary agency when performing the assigned missions of this Emergency Support Function.

d. Identify all personnel and resource requirements to perform assigned missions which are in excess of the support agencies' capabilities.

### **G.** FINANCIAL MANAGEMENT

- 1. Emergency Support Function 17 is responsible for managing financial matters related to resources that are procured and used during an event. During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event. If a federally declared disaster exists, then a reimbursement formula is established by the Federal Emergency Management Agency that may be as much as 100 percent, but usually does not exceed 75 percent.
- 2. Expenditures by support entities will be documented by those entities and submitted directly to the Finance/Administration Section or a designated Finance Service officer as soon as possible.

### H. REFERENCES AND AUTHORITIES

- State Emergency Support Function 17 Annex
- Florida Statues 1993, Emergency Management, chap. 252 (252.31- 52.61)
- Florida SS 911 (1993)
- The Federal Response Plan for P.L. 93-288 (1992)
- Regional Domestic Security Task Forces, Section 943.0312, F.S.
- Florida Field operations Guide (FFOG)
- DHS Homeland Security Act (2002)
- HSPD-5, Management of Domestic Incidents
- HSPD-8, National Preparedness Goal
- DHS National Incident Management System (2004)
- DHS National Response Plan (2004)

Contact information: Current as of Friday, April 25, 2008

Okaloosa County Extension Office Jana Hart, Manager Office: (386) 294-1279

W. C. Hart, ESF-17 Coordinator (386) 208-5091

(SART) Joe Kight, Senior Management Analyst II ESF-17 Emergency Coordinating Officer Division of Animal Industry Phone: (850) 410-0900 Fax: (850) 410-0957 kightj@doacs.state.fl.us

Dana DeJarnatt Division of Animal Industry Florida Department of Agriculture & Consumer Services Keystone Heights, FL (904) 868-5806 dejarnd@doacs.state.fl.us

(DART) Suwannee Animal Volunteer Endeavor (Disaster Animal Response Team) (386) 362-1358 (386) 208-0072 bigjum1116@windstream.net

### Emergency Support Function (ESF) 18 Municipalities

Primary Agency:	Okaloosa Public Safety
Other Agencies:	City of Crestview City of Destin City of Fort Walton Beach City of Niceville City of Valparaiso Cinco Bayou Niceville Chamber

### I. Purpose

The purpose of ESF 18 is to provide guidance, coordinate and communicate with Okaloosa County's municipalities in all phases of emergency management – preparedness, response, recovery and mitigation – in a sustained effort to reduce the vulnerability of this key sector to the effects of disasters, to more economically and efficiently utilize local resources, and to expedite response and recovery when a major disaster does occur.

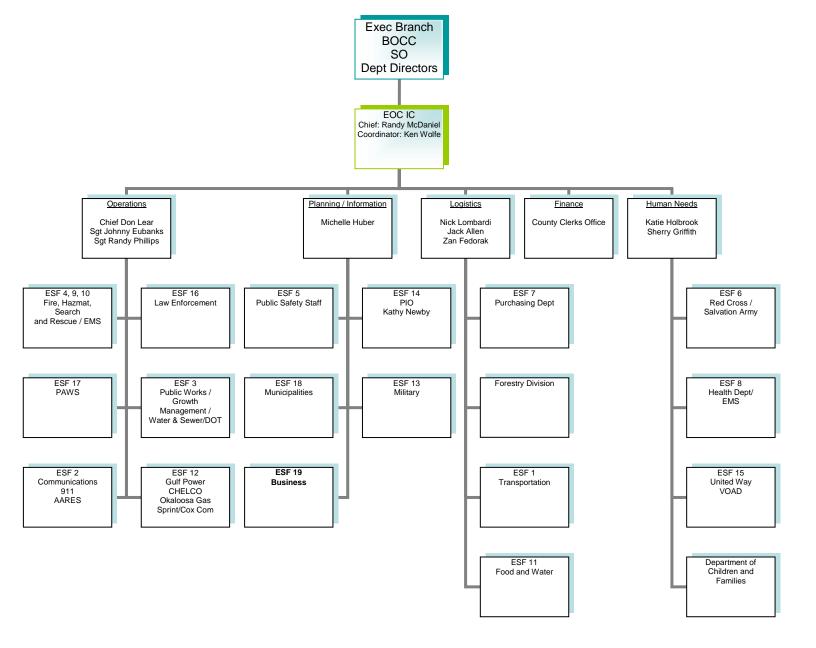
### **Concept of Operations**

1. Okaloosa County Public Safety will act as lead coordinating agency. Municipalities will provide personnel to fill the ESF 18 position in the EOC when activated.

2. ESF 18 personnel will provide Up-to-date information to all municipalities during a disaster. This will be accomplished through the use of WebEOC and calling municipalities as needed.

3. The municipalities function will coordinate with all elements of the Emergency Operations Center (EOC) to ensure that information disseminated in the field is timely and consistent.

4. ESF 18 will report directly to the Planning Chief as denoted in the organizational chart below.



### ESF 18 MUNICIPALITY ORGANIZATIONAL STRUCTURE

#### ORGANIZATION

#### 1. COUNTY

- a. ESF 18 will be coordinated by a municipality representative and coordinate activities for the municipalities utilizing a NIMS compliant operational system under the ICS utilized in the EOC.
- b. ESF 18 will work within the EOC ICS structure under the Planning Section Chief coordinating activates and information to and from the community to the EOC through ESF 18.
- c. The lead and support agencies will represent all municipal community interests.

#### Alerts/Notifications

1. Upon activation of the EOC, the Public Safety Department will notify the ESF 18 contacts as to the level of EOC activation and the reporting requirements.

- 2. The lead ESF 18 representative or designee will coordinate all activities of ESF 18.
- 3. Upon instructions to activate ESF 18, will implement procedures to notify and mobilize

all personnel, facilities and physical resources likely to be needed, based on the emergency circumstance.

#### ACTIONS

Actions carried out by Emergency Support Function 18 are grouped into phases of emergency management: preparedness, response, recovery and mitigation.

#### 1. PREPAREDNESS ACTIONS

a. Assist in the development and testing of methods for communicating emergency information to and from municipalities at risk from a disaster in the Community.

b. Coordinate with the Emergency Management Division to identify, collect, review and disseminate appropriate disaster preparedness guides that can be tailored to the unique needs, priorities and capabilities all municipalities.

c. Support and coordinate the education for any municipality on disaster mitigation and disaster assistance programs that are available through FEMA and other agencies.

d. Participate in all hazards exercises involving ESF 18.

e. Plan and coordinate activities to be implemented in the EOC with support agencies.

f. Develop relationships with other Municipalities to allow increased access to local resources to assist in the recovery phase of disasters.

g. Maintain a list of ESF 18 participating municipalities, and jointly held assets that can be accessed in preparation for potential disaster events.

h. Identify tools that would increase access and information flow to and from the EOC and the municipalities in an effort to improve the utilization of local resources within the local community.

i. Each ESF lead and support agency is responsible for becoming familiar with

the EOC COOP.

j. In any EOC operation, whether at the primary location or alternate location, all EOC agencies and representatives must be prepared for the potential for personal service failure. In the event the feeding contractor in the EOC is unable to meet the need either at the primary or alternate facilities, or for sleeping arrangement, or any other personal need, every EOC representative must plan to be self-sufficient and maintain their job responsibilities.

#### 2. RESPONSE ACTIONS

a. Work with EOC representatives to coordinate resources from the community to meet unmet needs for supplies and services where appropriate.

b. Assess local municipal needs in the aftermath of a disaster event to better coordinate and target response activities.

c. The Municipality coordinator will work closely with all area municipalities and EM to identify, identify unmet needs, establish an ongoing dialogue and information exchange, and facilitate collaborative Federal, State, and local planning and mutual aid support for disaster recovery.

d. Provide status reports, data, and information as required into EOC management software for incident documentation and management decision-making processes.

#### **3. RECOVERY ACTIONS**

a. Coordinate municipal resources to meet local community needs as appropriate.

b. Continue to provide information and support as required to impacted municipalities until response activities are concluded or until they can be managed and staffed by the primary incident agency or jurisdictions.

c. Provide information, data, and status reports to the EOC through the EOC management software.

#### 4. MITIGATION ACTIONS

a. Provide municipalities with the appropriate expertise to participate in activities designed to reduce or minimize the impacts from future disasters.

b. Assist in the identification of sources of funding.

c. Assist with getting out the concept of mitigation to allow municipalities to be better mitigated against future events to minimize loss due to damage and loss of income.

d. Document mitigation success stories and projects in the community through the Division of Emergency Management to promote mitigation and the proactive efforts of the community to further motivate similar activities.

#### DIRECTION AND CONTROL

1. ESF 18 will operate under the ICS structure in the EOC and will coordinate liaison staffing as needed and required to represent the municipalities in the EOC.

2. ESF 18 will coordinate all activities with the support agencies and work under the Planning Section Chief.

#### RESPONSIBILITIES

# 1. PRIMARY AGENCY – OKALOOSA COUNTY PUBLIC SAFETY (Municipal Appointee)

a. Serve as the designated point of contact for Okaloosa County ESF 18, representing municipalities in the EOC during a disaster or emergency.

b. Serve as a clearinghouse and repository of municipal preparedness guidance that is developed by ESF 18 participants or provided by the Okaloosa County Emergency Management Division or other sources.

c. Coordinate the dissemination of information to municipalities following a disaster, including supporting agencies.

d. Coordinate the receipt of pre- and post-incident assessment information from the community through to the EOC and appropriate Sections for decisionmaking processes.

e. Provide status information for use by all EOC Sections and liaisons for inclusion into EOC briefings and Incident Action Plans as appropriate.

#### 2. SUPPORT AGENCIES

a. Participate in municipal preparedness seminars, awareness programs, disaster preparedness training and exercises.

b. Assist in the dissemination of recovery information and guidance to municipalities following a disaster.

c. Support ESF 18 in providing resource support in meet mission needs and requirements.

d. Assist in the collection and compilation of municipal data for use by all EOC Sections and liaisons that may be included into EOC briefings and Incident Action Plans as appropriate.

e. Utilize each support agencies communications networks already developed to enhance the sharing of information to and from municipalities.

#### FINANCIAL MANAGEMENT

 Participation in EOC and ESF 18 activities will be at the expense of the participating organizations, unless activities have been pre-approved for financial support from other sources.

#### **REFERENCES AND AUTHORITIES**

• Florida Statues 1893, Emergency Management, chap. 252 (252.31- 52.61)

### Emergency Support Function (ESF) 19 Business and Industry

Primary Agency:	AmeriCorps
Other Agencies:	Fort Walton Beach Chamber of Commerce Destin Chamber of Commerce Crestview Chamber of Commerce Niceville Chamber of Commerce Economic Development Council for Okaloosa County

### I. Purpose

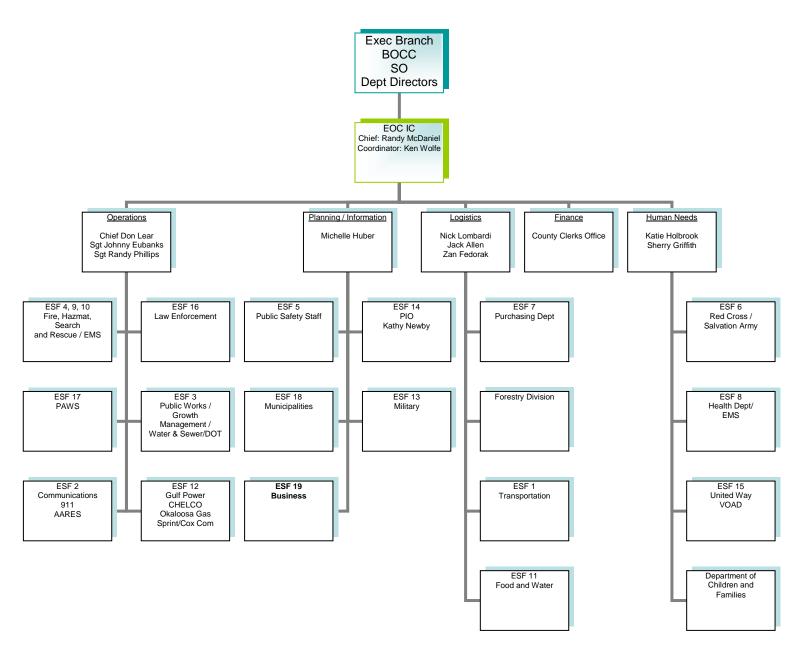
The purpose of ESF 19 is to provide guidance and coordinate issues with Okaloosa County's business community in all phases of emergency management – preparedness, response, recovery and mitigation – in a sustained effort to reduce the vulnerability of this key sector to the effects of disasters, to more economically and efficiently utilize local resources, and to expedite response and recovery when a major disaster does occur.

### **Concept of Operations**

1. The Okaloosa County AmeriCorps will act as lead coordinating agency and point of contact for the business/industrial community in Okaloosa County. Business preparedness programs, planning and training activities will be coordinated with other chambers of commerce in Okaloosa County.

2. Up-to-date resource databases will be available to provide established contacts and lists of local businesses and related organizations.

3. The business and industry function will coordinate with all elements of the Emergency Operations Center (EOC) to ensure that information disseminated in the field is timely and consistent.



### ESF 19 BUSINESS AND INDUSTRY ORGANIZATIONAL STRUCTURE

### ORGANIZATION

### 1. COUNTY

- a. ESF 19 will be coordinated by AmeriCorps the Lead Coordinating Agency representing and coordinating activities for the business community utilizing a NIMS compliant operational system under the ICS utilized in the EOC.
- b. ESF 19 will work within the EOC ICS structure under the Planning Section Chief coordinating activates and information to and from the community to the EOC through ESF 19.
- c. The lead and support agencies will represent all business community interests.

#### Alerts/Notifications

1. Upon activation of the EOC, the Public Safety Department will notify the ESF 19 contacts as to the level of EOC activation and the reporting requirements.

2. The lead ESF 19 Coordinating Agency representative or designee will coordinate all activities of ESF 19.

3. Upon instructions to activate ESF 19, will implement procedures to notify and mobilize all personnel, facilities and physical resources likely to be needed, based on the emergency circumstance.

#### ACTIONS

Actions carried out by Emergency Support Function 19 are grouped into phases of emergency management: preparedness, response, recovery and mitigation.

#### 1. PREPAREDNESS ACTIONS

a. Assist in the development and testing of methods for communicating emergency information to and from businesses at risk from a disaster in the community.

b. Coordinate with the Emergency Management Division to identify, collect, review and disseminate appropriate disaster preparedness guides that can be tailored to the unique needs, priorities and capabilities of small businesses in Okaloosa County.

c. Support and coordinate the education for any business in the community on disaster mitigation and disaster assistance programs that are available through the Small Business Administration, FEMA and other agencies.

d. Participate in all hazards exercises involving ESF 19.

e. Plan and coordinate activities to be implemented in the EOC with support agencies.

f. Develop relationships with other Chambers and local businesses to allow increased access to local resources to assist in the recovery phase of disasters.

g. Maintain a list of ESF 19 participating companies, and jointly held assets that that can be accessed in preparation for potential disaster events.

h. Identify tools that would increase access and information flow to and from the EOC and the business community in an effort to improve the utilization of local resources within the local community.

i. Each ESF lead and support agency is responsible for becoming familiar with the EOC COOP.

j. In any EOC operation, whether at the primary location or alternate location, all EOC agencies and representatives must be prepared for the potential for personal service failure. In the event the feeding contractor in the EOC is unable to meet the need either at the primary or alternate facilities, or for sleeping arrangement, or any other personal need, every EOC representative must plan to be self-sufficient and maintain their job responsibilities.

### 2. RESPONSE ACTIONS

a. Work with EOC representatives to coordinate resources from the community to meet unmet needs for supplies and services where appropriate.

b. Assess local business needs in the aftermath of a disaster event to better coordinate and target response activities.

c. The Business and Industry coordinator will work closely with all area chambers of commerce and EM to identify business and community leaders to assist in the rapid dissemination of information, identify unmet needs, establish an ongoing dialogue and information exchange, and facilitate collaborative Federal, State, and local planning and mutual aid support for disaster recovery.

d. Provide status reports, data, and information as required into EOC management software for incident documentation and management decision-making processes.

### **3. RECOVERY ACTIONS**

a. Coordinate local business resources to meet local community needs as appropriate.

b. Continue to provide information and support as required to impacted businesses until response activities are concluded or until they can be managed and staffed by the primary incident agency or jurisdictions.

c. Provide information, data, and status reports to the EOC through the EOC management software.

#### 4. MITIGATION ACTIONS

a. Provide business owners with the appropriate expertise to participate in activities designed to reduce or minimize the impacts to businesses from future disasters.

b. Assist in the identification of sources of funding.

c. Assist with getting out the concept of mitigation to allow businesses to be better mitigated against future events to minimize loss due to damage and loss of income. d. Document mitigation success stories and projects in the community through the Division of Emergency Management to promote mitigation and the proactive efforts of the community to further motivate similar activities.

#### **DIRECTION AND CONTROL**

1. ESF 19 will operate under the ICS structure in the EOC and will coordinate liaison staffing as needed and required to represent the business community in the EOC.

2. ESF 19 will coordinate all activities with the support agencies and work under the Planning Section Chief.

#### RESPONSIBILITIES

#### 1. PRIMARY AGENCY – OKALOOSA COUNTY AMERICORPS

a. Serve as the designated point of contact for Okaloosa County ESF 19, representing the business community in the EOC during a disaster or emergency.

b. Serve as a clearinghouse and repository of business preparedness guidance that is developed by ESF 18 participants or provided by the Okaloosa County Emergency Management Division or other sources.

c. Coordinate the dissemination of information to community businesses following a disaster, including supporting agencies.

d. Coordinate the receipt of pre- and post-incident assessment information from the community through to the EOC and appropriate Sections for decisionmaking processes.

e. Provide status information for use by all EOC Sections and liaisons for inclusion into EOC briefings and Incident Action Plans as appropriate.

#### 2. SUPPORT AGENCIES

a. Participate in business preparedness seminars, awareness programs, disaster preparedness training and exercises.

b. Assist in the dissemination of recovery information and guidance to member businesses following a disaster.

c. Support ESF 19 in providing resource support in meet mission needs and requirements.

d. Assist in the collection and compilation of business community data for use by all EOC Sections and liaisons that may be included into EOC briefings and Incident Action Plans as appropriate.

e. Utilize each support agencies communications networks already developed to enhance the sharing of information to and from the business community.

#### **FINANCIAL MANAGEMENT**

 Participation in EOC and ESF 19 activities will be at the expense of the participating organizations, unless activities have been pre-approved for financial support from other sources.

### **REFERENCES AND AUTHORITIES**

• State Emergency Support Function 18 Annex (note the state refers to ESF 18 for their Business and Industry section while Okaloosa Counties is ESF 19).

• Florida Statues 1893, Emergency Management, chap. 252 (252.31- 52.61)

# **ANNEX II**

## Annex II-1

## RECOVERY

- PRIMARY AGENCIES: Okaloosa County & Political Subdivisions Okaloosa Walton Long Term Recovery Organization
- SUPPORT AGENCIES: Department of Public Safety Department of Public Works Department of Growth Management Department of Water & Sewer Fire Control Districts Okaloosa County Sheriff's Office Municipal Police Departments Economic Development Council Extension Office Community Development Corporation Tourist Development Council Okaloosa Gas District
- PRIVATE AGENCIES: Gulf Power Choctawhatchee Electric Cooperative Century Link

## I. INTRODUCTION

## A. PURPOSE

To provide a framework for community recovery and or redevelopment in the aftermath of a natural or technological disaster.

## B. SCOPE

Okaloosa County Public Safety (OCPS) will be responsible for coordinating recovery operations, primarily through the EOC. OCPS will coordinate with county agencies, municipalities, Federal entities, state agencies, and non-profits as needed. Coordination will occur through meetings, WEB EOC inputs, EM Constellation, and email. As emergency operations transition into more conventional redevelopment and reconstruction, the agencies charged with the various responsibilities will begin to conduct decentralized operations under the supervision and control of the governing bodies. This portion of the CEMP is intended to present a checklist of issues that should be addressed after a disaster. The circumstances of a particular event will require modification of the basic elements of this list, either in sequence or substance.

## II. POLICIES

The Emergency Operations Center will phase out of the recovery process once basic essential services (electricity, water, transportation) are restored to the community. Once the "emergency" nature of the event has passed, the emphasis for recovery action will pass to the respective Growth Management Departments and political bodies for implementation and policy formulation.

This portion of the plan is a supplement to and not a replacement for, the Post-Disaster Redevelopment Chapter in the Comprehensive Growth Management Plan.

## A. COMMUNITY RELATIONS/PUBLIC INFORMATION AND EDUCATION PROGRAM

Information from local and state resources regarding the recovery will be submitted to ESF-14/Public Information. The Public Information Officer (PIO) will act as the Community Relations Coordinator and oversee operations of ESF-14/Public Information. The PIO will be responsible for proper preparation of public information. When needed, information releases will be coordinated with the Emergency Manager prior to public release.

The PIO is responsible for ensuring key community leaders both county and municipal are informed of community needs after the disaster.

Radio, television, newspapers, e-mail, faxes, and bulletins will be used to distribute information. Points of distribution for written materials can include all levels of local government offices, comfort stations, local business, and any other locations identified by the PIO.

Distribution of written materials can be accomplished by the staff of ESF-14/Public Information and the ESF-15/Volunteers and Donations Unit for door-to-door outreach to disaster affected areas.

State and federal entities will be asked to coordinate their publicity efforts with those of ESF-14/Public Information. This will be done to reduce public confusion due to conflicting information releases and to coordinate efforts in a unified manner.

FEMA Community Relation (CR) teams will be provided with information regarding most affected areas and remote areas of the county. The CR teams will be provided maps of the county and will be requested to visit areas of

greatest impact with outreach activities. Teams will also be directed to Retirement communities such as Bob Hope Village and Theresa Village due to the high concentration of elderly and disabled residents.

The Okaloosa County Emergency Management Chief (OCEMC) is responsible for coordinating community needs and unmet needs with nonprofit agencies, local jurisdictions and unincorporated areas within Okaloosa County. This will be done through World Renew's un-met needs survey, ARC team assessments and through information identified through ESF-18, municipalities. OCEMC will coordinate public out-reach through ESF-14 to inform the public of registration initiatives. Once registration efforts are completed, unmet needs, especially for long term recovery efforts will be coordinated by OCEMC through the Okaloosa Walton Long Term Recovery Organization (OWLTRO). The OWLTRO is comprised of local non-profit organizations, churches, varying government agencies, and businesses in the Okaloosa/Walton county area. Unmet needs are compiled into a database with information taken from un-met needs surveys, Webeoc and information submitted by municipalities then compiled into one list to avoid duplication of information.

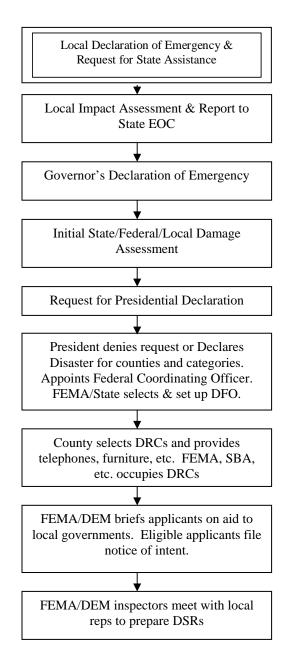
## III. SITUATION

The plan may be implemented following any disaster that impacts all or a portion of the county. For example, the disaster event could include a hurricane that devastates half the county, a hazardous materials release that makes a nearby community uninhabitable for a number of years, or riverine flooding that impacts pockets of homes in three or four separate areas.

The particular impact will determine how much of this plan should be executed, and if additional unforeseen issues should also be incorporated.

The Chief of Emergency Management will serve as the liaison and coordinate activities with the Disaster Field Office and state recovery staff if needed after a disaster event. If the Chief is not available to perform these duties they will be performed by the Emergency Management Coordinator.

The EM Chief or Coordinator will request state and federal disaster assistance through EM Constellation and direct communications with the State of Florida EOC. If and when a presidential disaster declaration is receive The EM Chief or Coordinator will schedule a kick-off meeting with The State of Florida representative and will invite local entities to attend. The applicant's briefings will be coordinated in the same way with meeting coordinated and entities invited to attend.



# IV. CONCEPT OF OPERATIONS

## A. GENERAL

The checklist below is intended to be a guide. The time frames are representative, and actual events may dictate changes.

## **B. ORGANIZATION**

Each political subdivision is responsible for planning and zoning activities within the boundaries of their jurisdiction. Code enforcement responsibilities are conducted in a like manner, except that a political subdivision may contract with another to routinely perform those functions.

TIME PERIOD	ISSUE/ACTION	RESPONSIBLE PARTY		
Disaster Occurs (D)	Respond to immediate needs,	EOC, Utilities, Public Safety		
	search & rescue	Agencies, etc.		
D to D+1	Initial impact assessment (Appendix	Political subdivisions & fire districts		
	II-1, V.B.) What are the effects on	report to EOC		
	the population?			
	Clear debris from major roadways to	Political subdivisions. If in-house		
	allow unimpeded access; begin	assets not enough, formulate mutual		
	contracting	aid request or initiate contracts and contact EOC		
	Documentation of expenditures &	Departments and agencies		
	equipment usage			
	Determine immediate security	Political subdivisions, Policy Group,		
	needs; implement curfews as	Sheriff, Emergency Management		
	necessary. Should residents be			
	denied re-entry for safety reasons?	500		
	Begin receiving mutual aid forces	EOC		
D+1 to D+3	Conduct detailed Damage	Political subdivisions, County		
	Assessment (Appendix II-1, V.B.) to determine corrective measures,	Departments, utilities report to EOC. EOC formulates summary report		
	outside support needed, relocation	and coordinates response		
	or temporary housing needs	and coordinates response		
	Determine impact on medium-term	ESF 8		
	health issues: emotional and			
	physical.			
	Determine specific needs of the	EOC, based on incoming reports		
	population, set up relief stations			
	Make initial contact with disaster	Emergency Management		
	assistance review teams (FEMA,			
	DCA, etc)			
	Implement provisions of Post-	Political subdivisions		
	Disaster Redevelopment Chapter of			
	Growth Management Plan			
D+3 to D+7	Restore minimum essential	EOC, political subdivisions, utilities		
	services; begin clearing debris from secondary roads			
	Publish policies for debris pickup;	Political subdivisions		
	estimate need for contract			
	assistance; local govt. resources			
	conduct operations supplemented			
	by contractors			

## **RECOVERY CHECKLIST**

TIME PERIOD	ISSUE/ACTION	RESPONSIBLE PARTY
	Conduct public workshops to inform	BCC, City Councils
	residents and business owners;	
	listen to public concerns	
	Law Enforcement begins aggressive patrolling to ensure	Sheriff, municipal police
	contractors are properly licensed	
	Determine the need for additional	Municipal Planning & Inspection
	building inspectors. If needed,	Departments
	initiate request through the County	County Growth Management
	EOC, who will coordinate with the	EOC
RECOVERY BEGINS	State EOC	
D+7 to D+30	Papair operations continue	Political subdivisions, utilities
D+7 10 D+30	Repair operations continue EOC phases out of operation	Emergency Management
	Generate detailed	Departments and agencies; political
	repair/replacement estimates	subdivisions
	Begin operations that will facilitate	Growth Management, Tax Collector,
	private reconstruction efforts	political subdivisions
	outreach offices that offer one-stop-	
	shopping for information, permitting,	
	inspection, etc. Applicant's Briefings and begin	Political subdivisions
	Damage Survey Report process	r olitical subdivisions
	with FEMA (if disaster assistance is	
	forthcoming)	
	Determine impact to employment	Political subdivisions, Economic
	base and local economy (include	Development Council, Extension
	agricultural impacts). Coordinate with Chambers of Commerce to	Office
	determine business needs.	
	Examine options for long-term	Political subdivisions, Growth
	mitigation infrastructure and	Management Depts, Public Works,
	private development. Consider	Emergency Management
	strategy options.	-
	Designate and open Disaster	Emergency Management in concert
	Assistance Centers for the public	with political subdivisions, FEMA, DCA
	Assess in-house administrative	Political subdivisions
	capability to deal with the recovery	
	process. Are temporary hires	
	needed?	
	Identify administrative or	Departments and agencies
	bureaucratic obstacles, eliminate if possible	
D+30 to months/years	Manage State and Federal disaster	Political subdivisions
Broo to montino/years	financial assistance programs	
	Seek sources of long-term recovery	Political subdivisions
	funding	
	Revise building codes to meet state	Political subdivisions
	and federal requirements regarding	
	wind or flood resistance.	Political aubdivisions
	Enforce 50% damage rule for reconstruction	Political subdivisions

TIME PERIOD	ISSUE/ACTION	RESPONSIBLE PARTY
	Enforce codes and standards for repair and new construction	Political subdivisions
	Manage long-term economic redevelopment by consulting with Chambers of Commerce, other specialists. (Continued) Help business recover through innovative licensing and permitting practices.	Economic Development Council, Community Development, political subdivisions
Attend to non-conforming land uses		Political subdivisions
	Evaluate potential changes in the Land Use Plan	Political subdivisions
	Seek Public input on redevelopment issues and policy changes	Political subdivisions
	Estimate changes in tax and revenue base what are the implications for recovery?	Political subdivisions
	Identify opportunities for mitigation, adopt new codes as necessary and pursue mitigation grant funding	Growth Management and Public Works agencies of county and city governments.

## V. DAMAGE ASSESSMENT FUNCTIONS

# A. GENERAL

Recovery efforts to an emergency will be based upon the assessment of lives impacted, public and private property losses, the reports of actions taken to alleviate the situation and the expenditures committed to that effort. The Emergency Management Division Chief has overall responsibility for initial safety and damage assessments. This will be done through local response agencies, Public Works, Growth Management, and local utility agencies. In order to determine the magnitude of the emergency and the degree of assistance necessary, the recovery team at the EOC must have information concerning property damage and operational costs as soon as practicable after the emergency occurrence. It is this initial assessment that indicates the necessity for outside assistance, to include the possible request for a Presidential Disaster Declaration.

## B. INITIAL DAMAGE ASSESSMENT

As the disaster diminishes, a damage assessment is needed to quickly assess the life safety needs, magnitude of the disaster and eligibility for state and federal aid. Damage assessment is accomplished in phases. The first is the Initial Damage Assessment (IDA) that scans the affected area to determine the width and breadth of damage. It looks at critical facilities to determine the immediate and life safety needs. The IDA begins immediately after the incident occurs. The IDA determines whether more detailed damage assessments are

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necessary and identifies those areas where further efforts should be concentrated. The IDA is reported to the Okaloosa County Emergency Operations Center (EOC) within twelve hours of the emergency occurrence by all county departments, municipalities and eligible private non-profit agencies.

Primary and supporting agencies performing their functions under the ESF will serve as damage assessment personnel in the field who report information to the EOC through mechanisms specified in each ESF. Formal arrangements of Disaster Assessment Teams (DAT) will be made by the Emergency Management Director based upon the magnitude of the disaster and the level of involvement of the primary and supporting agencies within the EOC and field.

The ESF3/Public Works and Engineering Unit Appendix describe responsibilities of recovery regarding infrastructure and engineering within the county.

The County Information Systems Department is responsible for maintaining computer systems utilized to track and report damage assessments. The GIS Division which works under Information Systems is responsible for providing mapping services to include electronic and hard copy maps to damage assessment agencies.

The County Property Appraiser and staff will be responsible for assessing damage to individual properties, including initial financial/economic loss to the tax base of the county. Following a disaster involving property damage, the Emergency Management Chief may request assistance from the County Property Appraiser regarding tax base impact. The Emergency Management Division will direct that office regarding priorities based on damage estimates and reports received at the EOC.

County Building Inspectors will be utilized in terms of physical damage to real property. The Chief building inspector is responsible for assigning geographical areas to teams and ensuring that initial damage assessment teams are activated in a timely manner in order to perform inspections immediately following a disaster event. Following a disaster involving property damage, the Emergency Management Director may request assistance from the County Building Inspection Department regarding tax base impact. The Emergency Management Division will direct the Property Appraiser's Office regarding priorities based on damage estimates and reports received at the EOC.

Emergency Management Division staff will also be involved with overall assessment of damage. Motor vehicles and walk-through will be the primary methods of damage assessment. In addition, aircraft may be

used when widespread disasters occur within the county. In some cases, watercraft may be used on rivers or along coastal areas. Methods of assessment will be dependent upon location of damage and disaster, access, and safety.

The Emergency Management Director or his designee will coordinate with state and federal agencies. The county will be dependant on state resources for large-scale disasters and for staff regarding assessment of economic impacts to the region.

All agencies in the field are expected to provide verbal information to the EOC via appropriate ESF liaisons or to Emergency Management Division staff on a regular basis. Such information will be processed through the ESF 5/Planning Section and a response will be made accordingly. Situation reports will be provided regularly to those staffing the EOC and to state and federal recovery/mitigation operations.

The Damage Assessment Officer will conduct an aerial assessment of the county for an overall picture of the damage. If possible, a digital video and still photograph record will be made for use in compiling the Initial Damage Assessment. From the Initial Damage Assessments and aerial assessment, a "quick dollar estimate" of the damages will be derived based on certain presumptions and assumptions predetermined by the recovery team in the Okaloosa County EOC. The team will also use property values from the Property Appraisers files and standard rates for labor and equipment. If the Initial Damage Assessment indicates that the damage is severe and widespread, a declaration of a State of Emergency may be possible without a detailed written damage assessment. In that case, state and federal teams may be dispatched to assist in completing the damage assessment. This provides the quickest though least detailed damage assessment. This is provided in two ways, the "Flyover" or "Windshield Tour"; both may be conducted simultaneously. The flyover is provided by the state

The Initial Damage Assessment Teams (IDAT) will use helicopters, fixed wing aircraft and satellites. Response forces and local IDAT accomplish the Windshield Tour. As damage is reported, the ESF 5/Planning Section aggregates it in the EOC. If the Flyover is not possible, the county will rely on a Windshield Tour to provide the initial damage assessment. As this information is collected and evaluated, the damage assessment picture begins to form. This information will be recorded using State Damage Assessment Forms, Situation Reports and other means and will be shared with state and federal officials as it becomes available. This prevents duplication of effort and verifies adequacy of the information. The ESF 5/Planning Section is the single point to consolidate and evaluate damage assessment information. This assessment is formatted using State Damage Assessment Forms to facilitate rapid dissemination of information.

The Walk-through Inspection is much more intensive. This is a structure-by-structure damage assessment conducted by County Building Inspectors and mutual aid augmenters. This information is compiled through the Office of the Property Appraiser in the EOC and relayed to state agencies. The ESF 5/Planning Section compiles information collected on both private and public damage. The RIAT supplies information as well as those conducting Windshield Tours. Determining the extent and level of damage is important in supporting a disaster declaration. Using the criteria for (minor, major, catastrophic) disasters, the ESF 5/Planning Section applies the current damage assessment to the situation. Damage to public structures, critical facilities and impact to public welfare is assessed through the ESF 5/Planning Section. Using the state criteria for collecting damage information and database of critical facilities allows estimates for determining damage impact on the population. When these assessments are developed, they the EOC and the State ESF 5/Planning Section will be briefed.

## C. PRELIMINARY DAMAGE ASSESSMENT

The initial point of coordination for this inspection with State and Federal agencies is the responsibility of the Chief of Emergency Management or designee. This assessment is conducted by representatives of the County, Florida Division of Emergency Management, and FEMA. This assessment is a follow-up to the initial inspection and is intended to verify qualifying damage and total dollar amounts of damage experienced during a particular event. County representation for this inspection will come from Growth Management, Public Works, Emergency Management, and municipalities if warranted.

FEMA and State of Florida representatives will provide their own transportation and equipment as needed. The county will provide transportation utilizing departmental assets, equipment required to assist in the inspection will be provided by the participating agencies. Such equipment may include but is not limited to laptops, maps, paper, and pencils.

The Growth Management representative will be Chief Building Inspector for the county. He/she will provide a list of inspected properties both residential and business and will represent the county as related to building codes, damage level, and estimated cost of repair. This inspection representative is concerned mainly with issues affecting Individual Assistance to residents and businesses. The Chief Building Inspector will maintain a grid system to identify geographical inspection areas.

The Facilities Maintenance Director or designee will represent the county on public infrastructure such as public buildings and critical public facilities owned and operated by Okaloosa County.

The Director of Public Works or designee will represent the county on matters related to public infrastructure such as Roads and Bridges. The Director or designee will accompany State and FEMA inspectors to survey damage reported during the initial damage assessment. The Director or Designee will provide to the State and FEMA inspectors a comprehensive list of damages and associated pictures of the damage. He/she will also provide maps as needed to inspectors to facilitate in the inspection process.

The Emergency Management Director or his designee will coordinate with state and federal agencies to facilitate the time and locations of inspections. He/she will ensure that mapping products are available as needed and that county representatives understand their roles in the inspection. He/she will coordinate with county and municipal entities as needed to ensure they are represented during the preliminary inspection. The Emergency Management Chief or designee will be responsible for ensuring all needed transportation is available. If individual departments are not able to provide transportation The Chief or designee will coordinate with Okaloosa Coordinated Transportation to provide a 14 passenger vehicle and driver to assist in the inspection process. Laptops will be provided by individual agencies, in the event an agency cannot provide a laptop the Chief or designees will provide a laptop from the Emergency Communications Trailer. Five laptops are currently available for use.

Municipalities will designate a representative to accompany the preliminary damage inspection team. This will occur when inspections are being conducted within their jurisdictional boundaries. Municipalities are responsible for ensuring a comprehensive list of surveyed damage is provided to the EOC to facilitate the inspections. Municipality representatives are responsible for providing their own transportation and equipment as needed.

The County Information Systems Department is responsible for maintaining computer systems utilized to track and report damage assessments. The GIS Division which works under Information Systems is responsible for providing mapping services to include electronic and hard copy maps to damage assessment agencies. The County Property Appraiser and staff will be responsible for assessing damage to individual properties, including initial financial/economic loss to the tax base of the county. Following a disaster involving property damage, the Emergency Management Director may request assistance from the County Property Appraiser regarding tax base impact. The Emergency Management Division will direct that office regarding priorities based on damage estimates and reports received at the EOC.

Geographic areas requiring inspection will be dependent on findings during the initial damage assessment. Areas experiencing the greatest damage will be identified and inspected first followed by areas of less damage. The inspection grids developed by the Chief Building Inspector will be utilized to facilitate the identification of inspection areas.

Assessment criteria utilized during the preliminary inspection will be provided by either the State of Florida or FEMA inspectors. Criteria must be in compliance with the Stafford Act.

Equipment, personnel, geographical grid system laptops, and vehicles will be accounted for prior to the start of each hurricane season. This inventory will be the responsibility of The Chief Building Inspector. The inventory will be maintained in the Growth Management Department's building inspector's office. Independent jurisdictions that choose to perform their own assessments are responsible for designating a responsible party that will oversee the inventory for the jurisdiction. It must be considered that due to fiscal constraints not all county departments will be able to provide all needed assets. If departments or independent jurisdictions are unable to provide the assets due to insufficient funding the Emergency Management Chief or designee will provide the needed items. This may be done through Emergency Management assets or through lease agreements entered into at the time of need. At a minimum each county department or independent jurisdiction should provide the following to each inspection team:

- One four wheel drive vehicle capable of seating a minimum of four adults for each assessment team
- One laptop with wireless or air-card capabilities for each assessment team
- One representative per team, representative must have participated in performing the initial damage assessment (it has been noted in the past that due to manning, FEMA and state representatives are able to form only one team)

## D. ADMINISTRATIVE PRECEDURES

Financial transactions related to disaster operations will be tracked by ESF-7 and reported to the Finance section which is manned by the Clerk of Courts Grants and Contracts section. Expenditures not made by ESF-7 such as those on departmental purchasing cards will be reported directly to the EOC Finance section. These purchases will be reported on internal reporting forms that have been developed by the Clerk of Courts. They may be provided by hardcopy or by electronic means to the Finance section. All requests for resources made by the EOC or to the EOC will be recorded in the WEB EOC system.

Each individual department or agency providing personnel to the EOC is responsible for tracking hours worked. Each department or agency supporting EOC operations will complete exemption reports documenting hours worked and applicable pay scale to the Clerk of Courts prior to each identified pay period.

Files related to disaster operations will be maintained by ESF-5 and will be electronically recorded utilizing the WEB EOC system.

## E. TEMPORARY WORKERS

Occasionally departments may have short-term temporary staffing needs that are most effectively filled by employees from temporary staffing agencies.

1) Qualifying Circumstances

If budgeted funds are available, the department director, with approval of the Human Resources Director or designee, may engage a contingent worker under the following circumstances:

- a) To replace an employee who is on leave of absence due to workers' compensation covered injury, Family and Medical Leave Act (FMLA) leave, Military Leave of Absence, or Leave of Absence Without Pay; or
- b) When there is excessive workload that cannot be handled by current staffing levels.
- 2) Procedure
  - a) Department submits the request to the Human Resources Department describing the qualifying circumstance, the position duties to be filled, and the anticipated duration of the assignment.
  - b) If an employee is available for temporary reassignment and determined to be qualified to perform the work, that employee will be sent to assist the department. If no employee is available for the assignment, the department will be authorized to call an approved temporary staffing agency to fill the opening.

c)

Department submits to the Human Resources Department:

- i) Name of contingent worker;
- ii) Date of assignment with the County;
- iii) Rate of pay;
- iv) Copies of "Drug/Alcohol Testing Consent and Release Form," "Acknowledgment of Receipt and Understanding" signed by contingent worker;
- v) Copy of contingent worker's driver's license if driving is a required job duty.
- d) Department advises the Human Resources Department when assignment has ended or if the contingent worker filling the assignment changes.
- e) Department coordinates payment from department's budgeted funds with the Finance Department.
- 3) Special Provisions for Drug-Free Workplace Policy

The County covers all workers with a Drug-Free Workplace Policy. Contingent workers are required to submit to drug testing under the same circumstances that all county employees do:

- a) When there is reasonable suspicion to believe that they are using or have used illegal drugs; or
- b) When there is a report of drug use, provided by a reliable and credible source; or
- c) When there is any mishap or accident involving, caused by, or contributed to by an employee in which injury to a person or persons (requires a physician) occurs; or
- d) Where damage to property in the amount of \$1,000 or greater has occurred.

The department is required to distribute the County's Drug-Free Workplace Policy to each contingent worker, obtain signatures, and forward signed forms to the Human Resources Department.

4) Driving Eligibility Requirements

Contingent Workers who drive county vehicles or operate county equipment must maintain a satisfactory driving record and meet the same standard required of all county employees. See the Employee Driving Records Section for outline of standards.

The department must forward a copy of a contingent worker's driver's license to the Human Resources Department for completion of a check of the license. Departments may assign driving duties only after receiving clearance from the Human Resources Department.

# F. ASSESSING ECONOMIC INJURY

Two methods exist to assess economic injury. The first extrapolates actual damage against existing studies. Actual surveys of recovered business and receipts are the second.

The results of these assessments will be used to determine possible infrastructure recovery projects. The staffing for this function is provided by ESF 3/Public Works and Engineering Unit agencies for county purposes. The ESF 3/Public Works and Engineering Unit also maintains and forwards data to appropriate state and federal agencies and attends meetings as needed.

## V. REFERENCES

<u>The Handbook for Disaster Assistance</u>, Florida Department of Community Affairs.

Okaloosa County Post-Disaster Redevelopment Chapter, Comprehensive Growth Management Plan

Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, and Related Authorities as of April 2013

Disaster Assistance: A Guide to Recovery Programs, FEMA 229(4)

The Local Mitigation Strategy, A Guidebook for Florida Cities and Counties Florida Department of Community Affairs

Post Disaster Redevelopment Guide for Florida Communities, Department of Community Affairs @ http://www.floridajobs.org/

United Way of Okaloosa & Walton Counties





# Resource Guide for Okaloosa & Walton Counties

Compiled by the United Way of Okaloosa & Walton Counties (First Call for Help Referral Line)

To provide additional information or updates to the resource guide, Please e-mail assistant@united-way.org

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# IMPORTANT STATE OR FEDERAL AGENCY CONTACTS

**Credit Counseling** 

Call 1-800-388-2227 Access information on-line <u>http://www.Okaloosasaves.org</u>

#### **Disaster Relief Shelter/Housing**

Find an open shelter in Florida and/or a pet friendly shelter in Florida. http://www.flahurricanefund.org/

**Find rental units in Florida and throughout the Southeast online.** Disaster Housing Resource www.fema.org

#### **Document Preservation**

Preserve cultural and historic resources (public libraries, museums, colleges, universities, and other cultural and historical institutions). <u>http://www.heritagepreservation.org/HHI/ParticipantsD-F.html</u> **Recovery and preservation procedures for documents, records and photographs.** <u>http://dlis.dos.state.fl.us/disasterrecovery/</u>

**Driver Licenses and Identification Cards** 

Apply for an identification card (fee waived) or driver license by visiting a Florida driver license office near you. http://www.hsmv.state.fl.us/offices/

**Financial Assistance** 

Register with FEMA for federal disaster grants. Call 800-621-FEMA or 800-621-3362 (Speech Hearing Impaired 800-462-7585) On-line at <u>http://www.disasterassistance.gov</u> Apply for a loan to rebuild your home or business. Call U.S. Small Business Administration at 800-359-2227 Access information about state and federal assistance programs. http://www.govbenefits.gov **Health and Human Services** 

Medicaid services and residential placements for persons with disabilities and families. Florida's Agency for Persons with Disabilities, 850-488-4257 Pensacola Office: (850) 595-8351

Apply for Food Stamps, report status changes or get help with a replacement Electronic Benefit Transfer (EBT) cards. EBT stands for Electronic Benefits Transfer. It is the way you will receive your cash and food assistance benefits. The Food Stamp Program changed its name to the Supplemental Nutritional Assistance Program (SNAP) effective October 2008.

Florida: 1-866-76ACCES (1-866-762-2237) or
http://www.myflorida.com/accessflorida/
Visit a Community Access Site,
http://www.dcf.state.fl.us/ess/docs/partner\_listing.pdf
Apply at a Department of Children and Families' Customer Service Center
Alabama: e-mail <u>fs@dhr.alabama.gov</u>
Mississippi: e-mail mdhsdisaster@mdhs.state.ms.us or <u>ebt@mdhs.ms.gov</u>
Louisiana: 1- 888-997-1117

Short term crisis counseling through the Department of Children and Families

**Project H.O.P.E**. Call 1-866-518-1825 or 850-438-9879(Panhandle only) Visit a designated Disaster Recovery Center or Red Cross shelter in Escambia, Santa Rosa, Okaloosa, or Walton County.

**Placement assistance in Florida long term care facilities for frail elders.** Call 1-800-96-Elder

Immunizations for children enrolling in Florida schools can be obtained by contacting appropriate County Health Department. http://www.doh.state.fl.us/chdsitelist.htm

School physicals for children enrolling in Florida schools may be available for lowincome children by contacting appropriate County Health Dept. http://www.doh.state.fl.us/chdsitelist.htm

Nutrition education and counseling, supplemental nutritious foods, breastfeeding support, health care referrals to pregnant women, infants and children under the age of five who are income eligible and who are determined to be at nutritional risk. Call 1-800-342-3556

Children with special health care needs, including children under age 21 with serious or chronic physical or developmental conditions requiring extensive preventive and maintenance care. www.doh.state.fl.us Medicaid participants may be eligible for special evacuee status in Florida's Medicaid program. Call 1-866-762-2237 Enroll at www.myflorida.com/accessflorida Contact a Medicaid area office: http://ahca.myflorida.com/Medicaid/index.shtml

#### **Impacted State Websites and Other Contact Information**

Alabama: http://www.alabama.gov/
Alabama Emergency Management Agency Center: (205) 280-2200 or
www.ema.alabama.gov
Florida: <u>http://www.myflorida.com/</u>
Florida Division of Emergency Management: (850) 413-9969
http://www.floridadisaster.org/index.asp
Mississippi: http://www.mississippi.gov/index.jsp
Mississippi Emergency Management Agency (601) 933-6362;
24-hour emergency line, (800) 222-MEMA or (800) 222-6362
Louisiana: http://www.louisiana.gov/wps/portal/
Louisiana Office of Emergency Preparedness: (866) 438-2748 Louisiana
Governor's office (225)342-7015 or (866) 366-1121 Louisiana Dept. of
Homeland Security and Emergency Preparedness: http://www.gohsep.la.gov/
Southeast Louisiana American Red Cross chapter (800) 229-8191

#### **Insurance Help**

**Insurance Company Toll-Free Catastrophe Hot Lines** Call the Florida Department of Financial Services at 1-800-22-STORM.

#### **State Government Insurance Help Lines**

Alabama: Call 800-433-3966 or 334-241-4141 (outside Alabama) Louisiana: Call 800-259-5300 or 225-342-5900 (outside Louisiana) Mississippi: Call 800- 562-2957 or 601-359-2453 (outside Mississippi)

#### **Internet Access**

Access the Internet and email using computer resources at libraries across the Panhandle (requirement for library card and non-resident fees waived). Northwest Florida: <u>http://www.nwrls.lib.fl.us/locations\_text.html</u> Leon County: <u>http://www.co.leon.fl.us/library/</u> West Florida: <u>http://library.cityofpensacola.com/</u> Okaloosa County: http://www.readokaloosa.org/contact.html

#### Jobs

Apply for unemployment compensation on the phone. Florida Residents: 800-204-2418 (For information only call 866-778-7356) Alabama: 800-361-4524 or 866-234-5382 Mississippi: 888-844-3577 Louisiana: 888-LAHELPU (888-524-3578)

Apply for unemployment compensation online. Florida: <u>www.fluidnow.com</u> Louisiana: www.laworks.net

Find a job online. Florida: <u>www.employflorida.org</u>

Find a job by visiting a Florida One-Stop-Center near you. http://www.floridajobs.org/onestop/onestopdir/

> **Find an unemployment center in Florida, search for jobs.** Call 866-352-2345

#### **Missing Persons**

Red Cross: 1-877-LOVED-1S or 1-877-568-3317

#### Schools

Enroll in a Florida public school, community college, state university or private university or college. Call 877-352-2731 (Florida cares hotline) E-mail FloridaCARES@fldoe.org

For information on free online college courses for displaced students. http://www.sloansemester.org/

Enroll four-year-olds in pre-kindergarten (customary documentation waived for displaced families). Call 866-357-3239 http://spe.schoolreadiness.org/pe/

Immunizations for children enrolling in Florida schools may be obtained by contacting appropriate County Health Department. http://www.doh.state.fl.us/chdsitelist.htm School physicals for children enrolling in Florida schools may be available for lowincome children by contacting appropriate County Health Dept. http://www.doh.state.fl.us/chdsitelist.htm

#### Transportation

Vehicle assistance on major Florida highways http://www.dot.state.fl.us/trafficoperations/Traf\_Incident/rrangers/rranger2.shtm

**Road closure information** 

Florida: (888) 638-0250 or <u>www.eoconline.org/EM\_Live/roadstat.nsf</u> Alabama: (888) 588-2848 or <u>http://aldotgis.dot.state.al.us/RoadClosures/Default.aspx/</u> Mississippi: (601) 359-7017 or <u>http://www.gomdot.com/portal/home.aspx#</u> Louisiana: (800) 469-4828 or <u>www.dotd.state.la.us</u>

#### **Veterans Assistance**

Obtain monthly disability compensation or pension payments. Electronic payments to financial institutions will proceed as usual. Call 800-827-1000 Visit a Veterans Affairs Regional Office near you. http://www.vba.va.gov/bln/21/ro/rocontacts.htm

Verify enrollment in an educational institution. Call 877-823-2378 https://www.gibill.va.gov/resources/verify\_attendance/

Assistance with GI Bill benefits. Call 888-GIBILL1 (888-442-4551) Healthcare assistance for veterans Call 1-800-507-4571

**Benefits claims for Louisiana residents** Send new benefit claims or information in support of existing claims to the Muskogee VA Regional Office, P.O. Box 8888, Muskogee, OK 74402-8321.

**Vocational Rehabilitation and Employment** Current participants can call 1-866-426-6638

Guidance on home loans, filing a loss claim and mortgage payments www.homeloans.va.gov

#### Help for insurance policy holders.

VA Life Insurance: 1-800-669-8477 or http://www.insurance.va.gov Service members' Group Life Insurance: 1-800-419-1473 Veterans' Group Life Insurance: 1-800-419-1473

# Local Agencies

Agency	Service	Contact	Location	See Also
Abilities Center of	Education, support	850-689-3663	5451 Old Bethel Rd.	Developmentally
Northwest Florida, Inc.	services and training	Fax 850-689-5469	Crestview, FL 32536	Disabled Services
	for adults with	MonFri.		
	developmental	7:.00 am-2:00 pm		Mental Health
	disabilities and their	Vicki@abilitysnwf.gcc		Counseling/Services
	families.	oxmail.com		_
Advocacy Center for	The Governor-	1-800-342-0823	2728 Centerview	Developmentally
Persons with	designated program	850-488-9071	Drive, Suite 102	Disabled Services
Disabilities, Inc.	designed to advocate	Fax 850- 488-8640	Tallahassee, FL 32301	
	and protect persons	TDD 800-346-4127		Information
Now: Disability Rights	with disabilities.			
Florida	Obtain needed	www.disabilityrightsfl		Mental Health
	services, support and	orida.org		Counseling/Services
	protection through			
	disability rights policy.			
Agency for Persons	Ensure the well being	1-800-452-3895	160 Government	Developmentally
with Disabilities	and to maximize self-	850-595-8351	Center Room 412	Disabled Services
(APD)	sufficiency of	Fax 850-595-8020	Pensacola, Fl 32502	
	developmentally			Information
	disabled through	apd.myflorida.com		
	programs. One must			Mental Health
	qualify to receive			Counseling/Services
	services	4 000 0 0 0 4 4 4 0	00 G	
Air Force Enlisted	Provide independent &	1-800-258-1413	92 Sunset Lane	Assisted
Village (formerly Air	assisted living		Shalimar, FL 32579	Living/Nursing Home
Force Enlisted	apartments to widows	Okaloosa County		
Widows Home)	of retired Air Force	850-651-3766		Military Relief
	enlisted members.	Fax 850-651-4461		Information
	Other military I.D.	MonFri.		
	holders over the age of 55 are accepted on a	7:30am - 4:30pm		
	space available basis.	7.50am – 4.50pm		
	space available basis.	www.afenlistedwidow		
Airman and Family	Assists military	s.org 850- 882-9060	96 MSS/DPF Bldg.	Military Relief
Readiness Center	families with	850-882-9000	205	Information
Eglin Air Force Base	relocation, transition,		502 W. Van Matre	mormation
	spouse employment,		Ave. Ste. 1	
	financial and family		Eglin AFB, FL 32542	
	life skills counseling.		2011/11/2012/12	

Agency	Service	Contact	Location	See Also
Airman and Family Readiness Center	Airman and Family Readiness Center at	850-884-5441 800-769-8951	220 Lukasik Ave Building 90213	Military Relief Information
Hurlburt Field	Hurlburt Field		Hurlburt Field, FL	
	provides information,	http://www.myhurlburt	32547	
	referral, family skills,	<u>.com</u>		
	marriage enrichment,			
	parenting, stress	www.afas.org		
	management, financial			
	services, crisis	Mon-Fri 7-20, 4-20, mm		
	parenting, employment assistance, and	7:30-4:30 pm		
	relocation counseling.			
	This location offers a			
	Moms, Pops, and Tots			
	play group on			
	Tuesdays at 10am.			
	This location has			
	monthly classes			
	scheduled for different			
	resources and services.			
Alzheimer's	Educational programs,	1-800-272-3900	Chapter	Alzheimer 's
Association	information and	Toll Free Hours	Headquarters	Information
	referrals to	8 am- 5 pm	Panhandle	
	Alzheimer's families.	Central Time	8430 W. Bryn Mawr,	
	To find the cause and		Suite 800	
	cure for Alzheimer's	Chapter office:	Chicago, Il 60631	
	Disease through	847-933-2413		
	research.	www.alz.org/	1001 N. D. 1. C. C.	
Alzheimer's Family	Qualified speakers are	<b>Toll Free</b>	1901 N. Palafox St.	Alzheimer's
Services, Inc.	available to perform	1-866-478-7790	Pensacola, FL 32501	Information
	workshops & in- service training in	850- 478-7790		Education Services
	educating professional	<b>Fax</b> 850- 477-9174		Education Services
	and family caregivers	www.AlzFamServ.org		
	on the topic of	www.mizi uniserv.org		
	Alzheimer's Disease.			
American Association	Association is active in	1-888-OUR-AARP	For National	Senior Services
of Retired Persons	all phases of benefits	(1-888-687-2277)	Membership	
(AARP) - Local	for the elderly with up-	TTY: 1-877-434-7598	601 E. Street NW	
	to-date information on	Spanish: 1-877-342-	Washington, DC	
	legislative action.	2277	20049	
	Additional activities	www.aarp.org		
	include: 55 Alive		Florida	
	senior driver's	866-595-7678	3350 SW 148 <sup>th</sup> Ave	
	reassurance project,	Fax 954-438-7871	Suite 120	
	Neighborhood Watch	Mon-Fri: 9-5 pm	Miramar, Fl 33027	
~	Program.	-		
American Cancer	Information	850-244-3813	99 Eglin Parkway NE	Information
Society		www.cancer.org	Suite 37	
			Fort Walton Beach, Fl	
			32548	

Agency	Service	Contact	Location	See Also
American Heart Association	Information, blood pressure screening, referral services	800-257-6941 ext. 6086 CPR Hotline 877-242-4277 www.americanheart.or g		Information
American Red Cross of Northwest Florida	Shelter, food, counseling, etc. Armed Forces emergency	1-800-773-7620 900-HELP NOW Okaloosa County	4100 South Ferdon Blvd, Suite B-4, Crestview, FL 32536	Financial Assistance Housing
United Way	services	850-423-1243 Walton County 850-396-8296 Escambia 850-432-7601 Eglin AFB 850-882-5848 Hurlburt Field 850-314-0316 Fax 850-314-0387 www.floridaredcross. org www.redcross.org	222 N. Baylen St Pensacola, Fl 32502	Military Relief Information Shelters
AmeriCorps	Reading tutors for elementary and middle school students	850-729-6037 Fax 850-729-6449	Northwest Florida State College 100 College Blvd. Niceville, FL 32578	Education Services
Angel Flight Southeast	Provides air transportation to individuals who are in need of medical treatment and cannot afford commercial service.	352-326-0761 Fax 352-326-9360 800-352-4256	8864 Airport Blvd. Leesburg, FL 34788	Transportation

	Contact	Location	See Also
		Location	Animal Information
			Allina Information
adoption			
	Okaloosa Pet Welfare		
	http://www.petfinder.co		
	m/shelters/FL211.html		
	RUFF		
	850-796-3647		
Provides free wireless	1-800-392-3850	P.O. Box 7600	
phone and phone		Mattoon, IL 61938	
service for those who	www.assurancewireles		
	<u>s.com</u>		
	850-450-0656		Developmentally
1		Pensacola, FL 32503	Disabled Services
			Information
	850-434-4011		In-Home Services
		32501	
	& 850-437-8411		
		24.24	<u> </u>
			Consumer Services
		,	
		52546	
		1149 Creighton Road	Mentoring Programs
		-	including i logiallis
		1 011500010, 1 L 52507	
	Ferreiningereining		
	Mon. – Fri		
	1		
		1	1
	phone and phone	ServiceContactAnimal control and adoptionPAWS 850-243-1525 www.paws.org Okaloosa Pet Welfare 850-678-5066 Crestview Animal Shelter 850-678-5066 Crestview Animal Shelter 850-682-2222 SOCKS 850-863-5756 NOAH http://www.petfinder.co m/shelters/FL211.html RUFF 850-796-3647Provides free wireless phone and phone service for those who qualify1-800-392-3850Local support group to provide education and awareness about Autism850-450-0656Notice for those who qualify850-430-0656Provides in-home service to homebound patients requiring skilled nursing care, physical therapy or speech therapy that meet Medicare guidelines.850-437-8410 & 850-437-8411Referral Info Sto-664-2515 Chamber of Commerce complaint registry, Consumer education, business Referral service, consumer rights literature.Sto-664-2515 Chamber of Commerce 850-244-8191Fax 850-244-8191 Fax 850-244-1935 Mon Fri, sees absent parent less than 2 times/month, must live in Okaloosa or Walton Counties. Provides one-to-one8am - 5 pm	ServiceContactLocationAnimal control and adoptionPAWS 850-243-1525 www.paws.org Okaloosa Pet Welfare 850-678-5066 Crestview Animal Shelter 850-682-2222 SOCKS 850-863-5756 NOAH http://www.petfinder.co m/shelters/FL211.html RUFF 850-796-3647LocationProvides free wireless phone and phone service for those who qualify1-800-392-3850 scomP.O. Box 7600 Mattoon, IL 61938 www.assurancewireles s.comI.coal support group to provide education and atwareness about Autism850-450-0656 scomP.O. Box 30213 Pensacola, FL 32503 http://www.autismpens acola.org/Provides in-home service to homebound patients requiring skilled nursing care, physical therapy or speech therapy that met Medicare guidelines.850-437-8410 sto-437-8410 sto-437-8410 sto-437-84111000 West Moreno Street Pensacola, Florida 32501Fees: Voluntary \$5 Contribution. Provides a Consumer complaint registry, Consumer education, business Referral service, consumer complaint registry, Consumer education, Fax 850-244-1935 Mon. – Fri, Sto-244-819134 Miracle Strip Parkway, SE Fort Walton Beach, FL 32548Eligibility: Children ages 6-12 years old, single parent home, sees absent parent less than 2 times/month, must live in Okaloosa or Walton Counties.800-645-5437 mon. – Fri, pshell/@bbsnwfl.org pshell@bbsnwfl.org pshell@bbsnwfl.orgProvides one-to-oneMon. – Fri, s mone shell@bbsnwfl.orgPensacola, FL 32504

Local Agencies	(COIIL)			
Agency	Service	Contact	Location	See Also
Boys & Girls Clubs of	\$25.00 registration fee	Okaloosa County	923 Denton Blvd NW	Before and After
the Emerald Coast	and membership	Admin	Fort Walton Beach, FL	School Programs
	application. Social,	850-862-1616	32547	
	recreational, and	Elementary Aged		VPK Programs
United	educational programs:	850-862-1332	427 Greenway Trail	_
Way S	basketball court,	Middle/High School	Santa Rosa Beach, FL	Youth Services
	computers, tutoring,	850-862-1888	32459	
	game room,			
	tournaments, etc.	Fax 850- 862-7753		
	Offers an alternative	www.bgcec.com		
	for boys and girls ages			
	6 to 17 after school.	Walton County		
		Santa Rosa Beach		
		850- 622-0602		
		DeFuniak Springs		
		850-892-3752		
		Mon. – Fri.		
		9 am – 5 pm		
Boy Scouts of	Provides a program of	Pensacola	9440 University Pkwy.	Youth Services
America Gulf Coast	character building,	850-476-6336	Pensacola, FL 32514	
Council	citizenship training	Mon Fri.		
	and physical fitness for	9 am - 5 pm		
	boys ages 6-20. Local	sppage@bsamail.org		
United 🔊	office covers Okaloosa			
Way 🕓	and Walton Counties.	Cub Scouts of		
	Fees: \$10.00/yr	America/ Boy Scouts/		
	registration	Exploring		
		850-683-0330		
Bridgeway Center, Inc.	Prescriptions, Life	Fort Walton Beach	137 Hospital Dr. NE,	Counseling
	skills classes for all	850-833-7500	Fort Walton Beach, FL	
	ages, mental health	Crestview	32548	Mental Health
		850-689-7810		Counseling/Services
Bridgeway Center, Inc.	D.A.T.E. (Drug	Fort Walton Beach	137 Hospital Dr.	Education Services
Community Court	Alcohol Traffic	850-833-7474	Fort Walton Beach, FL	
Education Services	Education), Basic	a	32548	
	Driver Improvement,	Crestview		
	Advanced Driving	850-689-7938		
	Techniques for 16-18	www.bridgewaycenter.		
	year olds, A+ Driving School, Advanced	org		
	Driver Improvement,			
	C.A.S.E. (Chemical Awareness, Screening,			
	and Education),			
	Financial Management	l		1

Agency	Service	Contact	Location	See Also
Bridgeway Center, Inc	Crisis intervention for	Fort Walton Beach	137 Hospital Dr. NE,	Counseling
24-Hour CRISIS	potential suicides,	850-833-7500	Fort Walton Beach, FL	
HOTLINE / RAPE	domestic and sexual		32548	Domestic Violence
CRISIS CENTER	violence, abuse,	Crestview		
	assault, neglect and	850-689-7845		Mental Health
	other potentially lethal	www.bridgewaycenter.		Counseling/Services
United	situations. In-person	org		
Way 🕓	rape counseling,		225 Railroad Ave.	Senior Services
	advocacy and	24 Hour Crisis	Crestview, FL 32568	
	accompaniment are	Hotline		
	provided. Crime	Fort Walton Beach		
	victim advocacy, life	850-244-9191		
	skills classes for all	Crestview		
	ages, mental health	850-682-0101		
	services, crisis	TDD/711		
	stabilization, substance			
	abuse treatment and			
	detox. Senior Program			
	in-home basic care,			
	nursing, transportation,			
	case management, etc.			
Calling All Angels	Bargain furniture,	850-314-7777	180 Richpien Rd.	Clothing, Household
	clothing, household		Fort Walton Beach, FL	Goods
	items may be provided		32547	
	at reduced cost or free			
	to those with referral.			

Agency	Service	Contact	Location	See Also
	•		•	
Canaan Recovery Foundation	Assists alcoholics and addicts to achieve sobriety and redirect their lives in recovery. <b>Path of Grace</b> <b>Women's Recovery</b> <b>Home</b> - Women's sober living facility offers a long-term residence opportunity for women to battle the disease of addiction.	850-259-3823 850-974-4573 http://www.canaanrec overyfoundation.org/	PO Box 9261 Miramar Beach, Fl 32550	Rehabilitation Services
Caring and Sharing Of Walton County United Way	Provides emergency food, clothing, and financial assistance for Walton County residents.	850-892-7656 Fax 850-892-6625	1122 State Hwy 83 DeFuniak Springs, FL 32433	Clothing Financial Assistance Food
			110 L D .	
Caring and Sharing Of South Walton County	Provides emergency food, clothing, and financial assistance.	850-267-2866 Fax 850-267-1547	112 Lynn Drive Nealley Business Village Santa Rosa Beach, FL 32459	Clothing Financial Assistance Food
Catholic Charities of Northwest Florida	Food, clothing, medicine vouchers, disaster counseling, adoption and related adoption services; pregnancy counseling	850-244-2825 Fax 850-664-9146 MonThurs. 8:30-4:30pm cathcharfwb@cc.ptdioc ese.org www.catholiccharities nwfl.org/	11 First Street SE, Fort Walton Beach, FL 32548	Adoption Clothing Counseling Emergency Assistance Food Housing Medical Prescriptions
Center for Autism and Related Disabilities Florida State University Direct and Technical Assistance	Provide support, training and assistance for people with Autism and related family members.	850-416-4495 Fax 850-416-7776 autism.fsu.edu	5192 Bayou Blvd. Seton Medical Office Park, Bldg. 2 Pensacola, Fl. 32503	Developmentally Disabled Services Information

Agency	Service	Contact	Location	See Also
Child-Care Subsidy Hotline (Child-Care Aware)	When daycare costs are too high, there is help. The National Association of Child Care Resources will help caller find payment assistance programs.	800-424-2246		Child Care
Child Find, Inc. (FDLRS)	Provides Pre- Kindergarten disability intervention services	888-445-9662 850-469-5423 www.fdlrs.org	J. E. Hall Educational Center 30 East Texar Drive, Pensacola, FL 32503	Developmentally Disabled Services Information
Child Support Enforcement	Div. of FL Dept. of Revenue Establishes paternity and support obligations for the custodian and children.	800-833-3872 http://dor.myflorida.co m/dor/childsupport/	2810 Richburg Lane Crestview, FL 32536	Information
Children's Home Society of Florida	A licensed child placement agency which provides foster	Okaloosa County 850-863-5877	176 Harris St. Fort Walton Beach, FL 32547	Adoptions Counseling
Western Division	care, Adoptions, Developmental Services Support	<b>Walton County</b> 850-892-7056	262 N. 9 <sup>th</sup> St. DeFuniak Springs, FL	Foster Care
United Way	Coordination, Birth to Three Service Coordinator, and Intensive Crisis Counseling by referral from DCF and FFN	www.CHSFL.org MonFri. 8:30am-5pm	32433	Youth Services
Children in Crisis, Inc.	Emergency foster care shelter and long term family foster home for abused, neglected and abandoned children of our community. Serving Okaloosa, Walton, Santa Rosa and Escambia Counties	850-864-4242 Fax 850-226-7875 www.childrenincrisisfl .org kenhair@childrenincri sisfl.org	1000 Luke's Way Fort Walton Beach, FL 32547	Foster Care
Choctaw Baptist Association Crossroads Center Medical Clinic	Primary, Ongoing, and Preventive Care; Limited Specialty Care, Pharmaceutical Services, Case Management and Patient Education and Lab Service Eligibility: Okaloosa County to citizens whose income does not exceed 200% of Federal Poverty Guidelines.	850-389-3015 Fax 850-389-3016 www.crossroadsclinicf wb.org	444 Valparaiso Pkwy, Building C Valparaiso, Fl 32580	Medical

Agency	Service	Contact	Location	See Also
Christ the King Episcopal Church	Every Tuesday Night (5-6pm) Meals for the Hungry	850-267-3332	480 North Highway 393 Santa Rosa Beach, FL 32459	Meals
Christian Legal Society (Simpson Law Firm)	Legal assistance	850-862-1134 www.clsnet.org	1048 Mar Walt Dr. Fort Walton Beach, FL 32547	Legal Services
Cinco Baptist Church	Food Assistance	850-243-7656	26 Yacht Club Dr. NE Ft Walton Beach, FL	Food
Cold Night Shelters	Designated shelters will open when the temperature is 40 or below.	First Presbyterian Church 850-243-3732 Gregg Chapel AME 850-243-5925 St Simons on the Sound 850-244-8621 Hollywood Blvd Baptist Church 850-243-1021 Seventh Day Adventist Ch 850- 243-1970 Mary Esther United Methodist 850-243-7595	<ul> <li>134 Beal Pkwy SW Fort Walton Beach, FL</li> <li>34 SE Carson Drive Fort Walton Beach, FL</li> <li>28 Miracle Strip Pkwy Fort Walton Beach, FL</li> <li>204 SE Hollywood Fort Walton Beach, FL</li> <li>119 SW St. Mary Ave Fort Walton Beach, FL</li> <li>703 E. Miracle Strip Pkwy Mary Esther, FL</li> </ul>	Shelters
Comfort Keepers Serves Okaloosa & Walton Counties	Provides affordable, non-medical, in-home care	850-279-6310 www.comfortkeepers. com MonFri. 8:30am – 4pm	742-B Government Ave. Niceville, FL 32578	In-Home Services

Agency	Service	Contact	Location	See Also
COPE, Inc. United Way	Mental health and substance abuse treatment services, including outpatient counseling, adult residential services,	Main Office 850- 892-8035 24 hour HELP line for crisis situation 850- 892-4357	3686 US Highway 331 S DeFuniak Springs, FL 32435	Counseling Mental Health Counseling/Services
	prevention education, psychiatric treatment, crisis counseling, case management, screening and referral, and wellness	<b>Santa Rosa Beach</b> 850- 267-2220: <b>Mental Rehab</b> 850-892-8055		
	programming for all ages.	www.copecenter.org		
Covenant Community Church	Assists with Rent and Utilities	850-863-1323 Tues. & Thurs. 9am-10am	1007 Gospel Road Fort Walton Beach, FL 32547	Utilities, Rental Assistance
Covenant Hospice	Hospice services – Provides terminal care	850-438-9714	101 Hart St. Niceville, Fl 32579	Counseling
United Way	for people with life- limiting illnesses, their family and loved ones	<b>Toll Free</b> 850-729-1800		Hospice Medical
	family and loved ones			Weatear
Creative Senior Community Center of Fort Walton Beach	Programs, classes, health information, fitness and social activities for seniors.	850-833-9587 <b>Fax</b> 850-833-9670 <u>www.fwb.org</u> MonFri. 8am- 4pm	31 Memorial Pkwy SW, Fort Walton Beach, FL 32548	Senior Services
Crestview Health Center	Provides health care for discounted fees for those who qualify	850-682-1164	4100 S. Ferdon Blvd. Suite C5 Crestview, FL 32536	Medical
Crestview Vocational Technical Center	Offers students a 2nd chance at completing high school requirements, receiving a certificate and combining it with technical and vocational training.	850-689-5532	1250 N Ferdon Blvd Crestview, FL 32536	Education Services
Crestview Pregnancy Center	Free pregnancy test, sexual health, sexual integrity, fertility appreciation.	850-682-1011 Fax 850-682-1770	897 Mapoles Crestview, FL 32539	Pregnancy Services/Education
Day Labor Sites	Labor Finders Labor Ready US Labor Able Body Labor Able Body Labor Able Body Labor	Fort Walton Beach 850-243-2699 850-314-7499 850-301-2093 850-863-8455 850-796-2600		Employment
		DeFuniak Springs 850-892-4405		

Agency	Service	Contact	Location	See Also
Deaf and Hard of	Provides mentoring,	850-433-7128	2600 W. Fairfield Dr.	Education
Hearing Services of	tutoring, interpreter		Pensacola, FL 32505	
Northwest Florida	services and	http://www.rightservicefl.o		Hearing Impaired
	technology	rg/okaloosa/content/deaf-		
	equipments. Offers	and-hard-hearing-services-		
	American Sign	northwest-florida-inc-0		
	Language (ASL)			
	classes to the			
	community.			
Department of	Emergency Financial	877-891-6445	1317 Winewood Blvd	Financial Assistance
Children and Families	Assistance for	Fax 850- 921-2559	Tallahassee, FL 32399	i manetai / issistance
Children and I annies	Housing-one time	Fax 050- 721-2557		Housing
Emergency Financial	\$400 (serves families			Housing
Assistance for	with children).			
	Available once in a 12	For Applications		
Housing (EFAHP)		www.dcf.state.fl.us/ho		
	month period. Call	melessness		
	toll-free 1-877-891-			
	6445 for information.			
	Leave a message.			
	Applications accepted			
	by mail or fax.			
Department of	Medicaid and food	Hotline	Okaloosa County	Financial Assistance
Children and Families	stamps	866-762-2237	299 S. Main St.	
		Okaloosa County	Crestview, FL 32536	
		Crestview		
		850-682-7600	340 Beal Pkwy. NW	
			Fort Walton Beach, FL	
		Fort Walton Beach	32548	
		850-833-3800		
		Fax 850- 833-3841	Walton County	
			79 N. Davis Lane	
		Walton County	DeFuniak Springs, FL	
		850-892-8600	32433	
		hwww.dcf.state.fl.us		
Department of	Places elderly or	850-494-5769	8190 Pensacola Blvd.	Assisted Living/Nursing
Children and Families	disabled adults who		Pensacola, FL 32534	Home
Elderly and Disabled	can no longer live in		,	
Adult Placement	their own homes in the			Senior Services
Services	least restrictive			
	environment.			
	Serves Escambia,			
	Santa Rosa, Okaloosa			
	and Walton Counties.			
Department of	Administers programs	850- 833-3753	340 Beal Pkwy. NW	Developmentally
Children and Families	and services for clients	<b>Fax</b> 850- 833-3723	Fort Walton Beach, FL	Disabled Services
Intake for Clients With	with developmental	Fax 050- 055-5725	32548	Disabica Scivices
	-		52540	
Developmental Delays	delays Provides resident and	850-837-4242	1200 Indian Darrow	Information
Destin (City of)			4200 Indian Bayou	Information
	visitor information	www.cityofdestin.com	Trail	
		1	Destin FL, 32541	

Agency	Service	Contact	Location	See Also
Destin Counseling Center, (Emerald Coast Counseling Center)	Individual, couple, and family counseling (for family issues, grief, depression, anxiety, alcohol, and substance abuse, stress, ADHD, ADD, divorce, pain management, behavior modification.)	850- 837- 9100 <b>Fax</b> 850-837- 3774 Mon Fri. 8:30 am- 4:30 pm	215 Mountain Drive, #106 Destin, FL 32541	Counseling
Destin Emergency Care Center	6 exam/treatment rooms. Assesses and treats all ages, from neonatal to geriatric patients. Equipped to handle traumatic, medical, pediatric, and/or psychiatric emergent health care needs.	850-837-9194	996 Airport Rd. Destin, FL 32541	Medical
Destin Health Care & Rehab Center	Short- stay rehab center and a long- term care facility for persons who need therapy to regain independence/ functioning or needs 24 hours nursing care.	850- 654- 4588 Fax 850- 654-3944 Mon. – Fri. 8 am – 5pm	195 Mattie M Kelly Boulevard Destin, FL 32541	Assisted Living/Nursing Home Rehabilitation Services
Developmental Center Fort Walton Beach	Programs for severely or profoundly developmentally disturbed citizens, occupational therapy, psychological, speech and specialized care.	850- 862-0108	1045 Mar Walt Dr Fort Walton Beach, FL 32547	Developmentally Disabled Services
Division of Blind Services	Ensures people who are blind or visually impaired can achieve goals.	850-872-4181 dbs.myflorida.com	234 Forest Park Circle Panama City, FL 32405	Visually Impaired
DOD Family Assistance Centers		<b>Eglin AFB</b> 850-885-4673 <b>Hurlburt Field</b> 850-884-5441		Military Relief Information
Early Head Start of Okaloosa County	Pregnant women and children from birth to three.	850- 651-0645 <b>Fax</b> 850- 683-5336 Mon. – Fri. 8 am – 3 pm	60 Second St, Suite 401 Shalimar, Fl 32579	Youth Services

Agency	Service	Contact	Location	See Also
Early Learning Coalition of Okaloosa	Financial assistance for child care for	<b>Fort Walton Beach</b> 850-833-3627	2018 Lewis Turner Blvd. Suite C	Child Care
and Walton Counties	qualifying families	DeFuniak Springs 850-951-0588 info@elc- okaloosawalton.org	Fort Walton Beach, FL 32547 171 N. Ninth St. DeFuniak Springs, FL 32422	Education Services Financial Assistance
Economic Development Council of Okaloosa County	Provides assistance to local business for retention and expansion and with recruitment of new	www.elc- okaloosawalton.org 850-362-6467 Fax 850-683-7378 www.florida-edc.org	1170 Martin Luther King, Jr BLVD Suite 717 PO Box 4097 Fort Walton Beach, Fl	Business Development/Assistan ce Employment
Elder Services Of Okaloosa County	target industry businesses Rent, Utilities, Prescriptions, Medical supplies, Assisted living facilities, Meals on Wheels, Retired Senior Volunteer Program (RSVP)	Fort Walton Beach 850-833-9165 Crestview 850-689-7807 www.elder- services.org	<ul> <li>32549</li> <li>207Hospital Dr. NE Fort Walton Beach, FL</li> <li>32548</li> <li>198 S. Wilson St. Crestview, FL 32536</li> </ul>	Financial Assistance Food Medical Senior Services
Eleanor Johnson Youth Center United Way	Provides alternative activities for at- risk youth. Adult education, computer skills, sports, assistance with homework, and arts / crafts. Fees: \$20 per year	850- 244-5991 Mon. – Fri. 10 am- 6 pm Summer hours Mon. – Fri., 10 am – 5 pm	27 Robinwood Dr. SW Fort Walton Beach, FL 32548	Utilities, Rental Assistance Before and After School Programs Youth Services
Emerald Coast Children's Advocacy Center, Inc.	Provides a child- friendly facility where professionals work together to protect and treat child abuse victims and their families while holding offenders accountable.	850-833-9237 www.eccac.org info@eccac.gccoxmail .com	401 McEwen Street Niceville, FL 32578 PO Box1237	Child Care Domestic Violence
Emerald Coast Counseling Center	Individual, couple and family counseling for family issues, grief, depression, anxiety, alcohol and substance abuse, stress, ADHD, ADD, divorce, pain management, behavior modification	850- 837-9100 Fax 850- 837-3774	215 Mountain Dr. Ste. 106 Destin, FL 32541	Counseling

Agency	Service	Contact	Location	See Also
Emerald Coast Marine Institute (AMI Kids)	An alternative education, adventure based, behavior modification program serving at-risk teens and families in Okaloosa, Walton and Santa Rosa counties.	850-244-2711	207 SE 4th Street Fort Walton Beach, FL 32548	Education Services
Emerald Coast Science Center United Way	Science education by means of hands-on exploration through the operation of an interactive science museum.	850-664-1261 info@ecscience.org www.ecscience.org	139 Brooks Street Fort Walton Bch, FL 32548	Education Services
Epilepsy Society of Northwest Florida	Assists people affected by seizure disorders to achieve seizure control and to improve their quality of life	Fort Walton Beach (serving Okaloosa- Walton Counties) 850-315-0000 Fax 850-862-0001 Pensacola (Serving Escambia- Santa Rosa Counties) 850-433-1395 Fax 850-484-5187 http://www.epilepsyn wf.org/	913 H Beal Pkwy. Fort Walton Beach, FL 32547 4400 Bayou Blvd Suite 58-A Pensacola, Fl 32503	Epilepsy
Even Start/NWFSC (adult education program)	Eligibility: Have a child under age 8; an adult who needs basic literacy skills/ESL; a teen parent.	850-729-6020	100 College Blvd. Niceville, FL 32578	Education Services
Families as Educators Program/NWFSC	GED instruction, child dev. and parenting educ., activities and job readiness course all provided in home. Eligibility: Must live in Okaloosa or Walton County and have children up to age 18.	850-729-6020	100 College Blvd. Niceville, FL 32578	Education Services
Family Care Council	Advocate for individuals with developmental disabilities. Provide outreach, information sharing, and recommendations for services to improve life for individuals with developmental disabilities and their families.	850-434-0400 <u>fcc-area1.org</u>	P. O. Box 17391 Pensacola, FL 32522	Developmentally Disabled Services

Agency	Service	Contact	Location	See Also
Family Life Ministries	Eligibility: Unwed,	850-243-5800	1007 Gospel Road	Adoption
of Northwest Florida	pregnant women. HIV	850-862-5455	Fort Walton Beach, FL	
	test, drug and alcohol	Fax 850- 862-6855	32549	Pregnancy
	free. Assists women in		PO Box 250	Services/Education
United	crisis pregnancies by	Mon Fri.,		
Way 🕓	providing residential	10 am – 4 pm		
	care, material needs,	www.sozoclinic.com		
	medical care, adoption			
	referral, and life skills			
	preparation programs.			
Family Network on	Individuals will be	800-825-5736	2196 Main St. Suite K	Developmentally
Disabilities of Florida,	informed of rights and	www.fndfl.org	Dunedin, FL 34698	Disabled Services
Inc.	be provided with			
	support, resources and			
	information			
Families Count	Information and	850-437-1433	422 N. Baylen St.	Information
	referral services for	850-437-1450	Pensacola, FL 32501	
	Escambia, Santa Rosa	www.familiescount.ne		Family Services
	and Okaloosa Counties	<u>t</u>		
Fearfully and	Spiritual mentoring,	850-581- 3033	2820 Carver Avenue	Clothing
Wonderfully Made	Family Safety	850- 689- 5100	Crestview, FL32539	C
Ministries, Inc.	Planning, financial/	Mon. – Fri.	,	Food
	budgeting instruction,	9am – 4 pm		
	career preparation,	Or by appointment		Emergency Assistance
	health information,	5 11		6 5
	Self- Defense Courses,			Financial Assistance
	food/ clothing			
	assistance, and			Mentoring Programs
	emergency assistance.			0 0
FEMA	Disaster recovery	1-800-621-FEMA		Disaster Assistance
	assistance, rental	(3362)		
	assistance, financial	www.fema.gov		Financial Assistance
	assistance			Housing
First Baptist Church of	We help with utilities,	850-243-3163	21 First St. SE	Financial Assistance
Fort Walton Beach	and gas vouchers. We	www.Fbcfwb.org	Fort Walton Beach, FL	i manetai / issistance
I off watton Deach	only accept	www.roerwo.org	32548	Utilities, Rental
	applications for	pastor@fbcfwb.org	52510	Assistance
	assistance on Tues. &	pustor(u, toerwo.org		rissistance
	Thurs. each week			
	between 11am-2pm.			
	We do not have same			
	day assistance.			
First Baptist Church of	Financial assistance	850- 678-4621	622 Bayshore Drive	Financial Assistance
Niceville – Benevolent	for Niceville and	Fax 850- 678-5948	Niceville, FL 32578	
Program & Pregnancy	Valparaiso residents	www.fbcniceville.org		Pregnancy
Center	only. Free pregnancy	Mon. – Fri.		Services/Education
	testing, counseling and	8:30 am – 4 pm		
	education, adoption	I		Utilities, Rental
	counseling. Donated	HOPE CENTER		Assistance
	baby items.	850- 729-7755		
		Thursday, 9 am – 5 pm		

Agency	Service	Contact	Location	See Also
First United Methodist Church Of Niceville	Residents of Niceville and Valparaiso only. Emergency financial assistance for utilities. Bargain clothing and basic household necessities	850-678-4411	214 Partin Dr. S Niceville, FL 32578	Clothing /Household Goods Financial Assistance Utilities, Rental Assistance
Florida Adoption Information Center	Informational hotline for adoption services	800-962-3678 Fax 904-353-3472 www.adoptflorida.com	4203 Southpoint Blvd. Jacksonville, FL 32216	Adoption Information
Florida Department of Highway Safety and Motor Vehicles	Driver's License Tues-Fri 7:30am-6pm	Fort Walton Beach 850- 651-7300 Crestview 850- 651-7300 DeFuniak Springs 850-892-8121 www.local.dmv.org	<ul> <li>73 Eglin Pkwy.</li> <li>Suite 111</li> <li>Fort Walton Beach,</li> <li>FL 32548</li> <li>302 N. Wilson Blvd</li> <li>Suite 101</li> <li>Crestview, FL32536</li> <li>571 E US Highway</li> <li>90</li> <li>DeFuniak Springs,</li> <li>FL 32433</li> </ul>	Driver's License
Florida Domestic Violence Hotline		800-500-1119 <b>TTY Hotline</b> 800- 621-4202 www.fcady.org	425 Office Plaza Dr. Tallahassee, FL 32301	Domestic Violence
Florida Diagnostic and Learning Resource System	Provides training and teaching resources to teachers and parents. Child Find Program Identification and evaluation of preschool aged children who may need services through Exceptional Student Education Program.	850- 469-5423 888-445-9662 www.fdlrswestgate.org Mon Fri. 7:30 am - 4 pm	30 E. Texar Dr. Pensacola, Fl 32503	Education Services
Florida Division of Emergency Management		www.floridadisaster.org		Disaster Assistance
Florida Federation of the National Active and Retired Federal Employees Assoc. (NARFE) – Grants up to \$500	Grants up to \$500	www.narfefl.net		Financial Assistance Senior Services
Florida Healthy Kids and Kid Care Insurance	Information on health insurance for Florida children under the age of 19	1-888-540-5437 www.FloridaKidCare.o Ig		Medical Insurance

Agency	Service	Contact	Location	See Also
Florida Inclusion Network	Technical assistance unit that promotes inclusion of students with special needs into general education	850-863-6580	1170 Martin Luther King Bldg 4, Room 472 Fort Walton Beach, FL 32547	Education Services
Florida Local Advocacy Council	Serves as an independent third- party mechanism for protecting the constitutional rights of clients within programs or facilities operated, funded or contracted by any state agency that provides client services	850-595-8216 800-342-0825	160 Governmental Center Pensacola, FL 32502	Consumer Services
Fort Walton Beach (City of)	Provides resident and visitor information	850-833-9500 Mayor 850-862-5530 City Manager 850-833-9504 Police 850-833-9546 Fire 850-833-9565	City Hall 107 Miracle Strip Pkwy. SW Fort Walton Beach, FL 32548 Police and Fire 5 Hollywood Blvd. NE Fort Walton Beach, FL 32548	Government Offices - Local Information
Fort Walton Beach (City of)	Section 8 Housing Assistance	850-833-9500	107 Miracle Strip Pkwy Fort Walton Beach, FL 32548	Housing
Fort Walton Beach Developmental Center	Residential housing program for severe and profound developmentally challenged individuals.	850-862-0108	1045 Mar-Walt Dr. Fort Walton Beach, FL 32547	Developmentally Disabled Services
Fort Walton Beach Housing Authority	Subsidized housing	850-243-3224 ext. 218 850-243-3224 ext. 219 8am–12pm & 1pm - 4pm	27 Robinwood Dr SW Fort Walton Beach, FL 32548	Housing
Fort Walton Beach Medical Center	Fort Walton Beach Medical Center is a 257 bed acute care facility accredited by The Joint Commission and licensed by the State of Florida.	850-862-1111 Fax 850- 862-9149 www.fwbmc.com	1000 Mar-Walt Drive Fort Walton Beach, FL 32547	Medical

Agency	Service	Contact	Location	See Also
Girl Scout Council, Inc	Fees: \$6.00 annually	850-434-1333	4585 Isabella Ingram	Youth Services
of Northwest Florida.	Eligibility: Girls ages	Fax 850-433-1408	Dr. Pensacola, FL	
	5 – 17. Offers girls	800- 624-3951	32504	
	ages 5-17 activities	www.gscfp.org		
	which address their			
	current interests and	Mon-Fri		
	their future roles as	9 am-5 pm		
a 1 11 5 a 1	women.			<b>D</b> 1
Goodwill Easter Seals	Provides vocational	Fort Walton Beach	913 Beal Pky NW #H	Developmentally
of the Gulf Coast	services and	850-864-6677	Fort Walton Beach, FL	Disabled Services
	employment to those	<b>Fax</b> 850- 302-0493	32547	
	with a disability or	<b>X7 1</b> •	142 L 1 (C' DI	Education Services
	other disadvantage,	Valparaiso	143 John Sims Pkwy	
	which hinders	850-729-8690	Valparaiso, FL 32580	Employment
	obtaining employment	Canta Daga Dagah	3906 U.S. Hwy. 98 W.	
	and provides a literacy program	<b>Santa Rosa Beach</b> 850- 267-0555	Santa Rosa Beach, FL	
	program	850-207-0555	32459	
	ASCCA: Camp for	www.goodwill-	52459	
	individuals with	easterseals.org		
	disabilities	Mon. – Fri		
	uisuomitos	8 am - 4:30 pm		
Greater Peace	Clothing, socks, shoes,	850-243-2024	102 SE Fourth St.	Clothing
Missionary Baptist	baby items, non-		Fort Walton Beach, FL	F 1
Church	perishable food		32548	Food
				Meals
Gregg Chapel AME	Clothes, Internet	850-243-5925	34 Carson Dr.	Clothing
Gregg Chuper runt	ciolico, internet	000 215 5725	Fort Walton Beach, FL	Ciotinig
			32548	Internet Availability
				-
Gulf Coast Treatment	Provides behavioral	850-863-4160	1015 Mar Walt Drive,	Counseling
Center	healthcare for children	800-537-5433	Fort Walton Beach, FL	
	and adolescents. Acute	Fax 850-863-8576	32547	
	and residential			
	treatments available.			

Agency	Service	Contact	Location	See Also
Habitat for Humanity Okaloosa County United Way	Working in partnership with people in need to build decent, affordable housing through	850- 315-0025 <b>Fax</b> 850- 315-0429 Mon Fri. 8 am - 5 pm <u>www.habitatfwb.org</u>	99 Eglin Pkwy NE Suite 11 Fort Walton Beach, FL 32548	Housing
Habitat for Humanity Walton County United Way	community support. Working in partnership with people in need to build decent, affordable housing through community support.	850-835-0067 Fax 850-835-0068 www.waltoncountyhab itat.org	PO Box 506 Freeport, FL 32439	Housing
Harbor House Group Recovery Homes	A structured living environment for the long-term recovery of alcohol and drug abuse. Half-way house.	850-473-9603 Fax 850-473-9610 www.HarborHouseGr oupinc.org	7801 N. Hilburn Rd. Pensacola, FL 32514	Half-way Houses
Harvest House, Inc.	Provides food or clothing for those in need. Destin residents only	850- 837-2277 Fax 850- 837-2444 Mon-Fri. 9:00 am - 4:30 pm; Sat.8:30 am - 1:00pm	300 Mountain Dr. PO Box 372 Destin, FL 32540	Clothing Food Meals
Healthmark Regional Medical Center	Acute care general medical surgical hospital	850-951-4500 www.healthmarkregio nal.com	4413 US Highway 331 S. DeFuniak Springs, FL 32435	Medical
Healthy Families- Okaloosa	Voluntary services, teaching parenting and child growth are offered during pregnancy and may be continued until the baby is 3- 5 yrs.	850- 484-5040 Mon. – Fri. 8 am – 5 pm	5192 Bayou Blvd Room 337 Pensacola, Fl 32503	Pregnancy Services/Education
Hope Network	Part of the Okaloosa Walton Homeless Continuum of Care/Opportunity, Inc. organization.	850-398-5383 http://www.hopenetw ork.org/	644 N Ferdon Blvd Crestview, FL 32536	Financial Assistance Food Meals Utilities, Rental Assistance

Agency	Service	Contact	Location	See Also
Horizons of Okaloosa County, Inc.	Programs for developmentally disabled; provides day care, VPK, Early	Fort Walton Beach 850-863-1530 Fax850-862-4589	123 Truxton Avenue Fort Walton Beach, FL 32547	Developmentally Disabled Services VPK Program
United Way	Intervention, transportation, education, work training, and	Crestview 850-682-9224 www.horizonsfwb.co		, in reguli
	residential care. Birth to 3 program	<u>m</u>		
Hospice of the Emerald Coast	Hospice services— provides terminal care	Fort Walton Beach 850-862-1069	419 Racetrack Rd NW #A Fort Walton	Counseling
	for people with life- limiting illnesses, their	Crestview 850-689-0300	Beach, Fl 32547	Hospice
	family and loved ones	050-009-0500	131 E Redstone Ave. #110 Crestview, FL 32536	Medical
Housing Authority	Provides affordable low rental housing for income eligible families.	Public Housing – Fort Walton Beach 850- 243-3224		Housing
		Section 8 Assistance Program 850- 244-5886		
		Public Housing – Crestview 850- 682-2413		
		<b>Public Housing-</b> <b>Niceville</b> 850- 678-7816		
		Public Housing - DeFuniak Springs 850- 892-2823		
		Mon Fri. 8am - 4:30pm		
HUD Subsidized Apartment Search	Online subsidized apartment search	http://www.hud.gov/re nting/index.cfm		Housing
Hurlburt Field Family Advocacy Program	Provides information on housing, food, clothing, day care, legal, etc. to military beneficiaries	850-881-5061	16 MDOS/SGOHF Bldg. 91020 113 Lielmanis Ave. Hurlburt Field, FL 32544	Military Relief Information

Agency	Service	Contact	Location	See Also
Independence for the Blind of West Florida, Inc.	Teach Independent living skills, computer and adaptive technology, and provide vocational training and employment related services.	850-477-2663	3107 N. Davis Hwy. Pensacola, FL 32503	Visually Impaired
Interagency Council for Transitional Services of Okaloosa County	Provides education transitioning services for students with disabilities.	850-683-7500 x211		Developmentally Disabled Services
JADA	JADA House provides food, shelter, and spiritual guidance to alcoholics, drug addicts and homeless men and women.	<b>24 Hour Hotline</b> 850- 862-1174 <b>Housing/Office</b> 850- 244-5357 Mon. – Sat 9 am – 11 pm	117 Windham Ave SE Fort Walton Beach, FL 32548	Half-way Houses Shelters
JobsPlus One Stop	Provides employment resources and information	Fort Walton Beach 850-833-7587 Fax 850-833-3924 Crestview 850-689-7823 Fax 850-689-7825 DeFuniak Springs 850-892-8668 Fax 850-951-9807 www.jobsplusonestop. com	<b>Ft. Walton Beach</b> 409 NE Racetrack Rd. Fort Walton Beach, FL 32547 <b>Crestview</b> 212 N. Wilson St. Crestview, FL 32536 <b>DeFuniak Springs</b> 171 North 9th St. DeFuniak Springs, FL 32433	Employment
Judge Ben Gordon, Jr. Family Visitation Center - Shalimar Friends of the Family Visitation Center - DeFuniak Springs	Protects children and victims of domestic violence by providing a safe environment for custodial and non- custodial parents to comply with child visitation plans.	Okaloosa County Shalimar 850-609-1850 Walton County 850-892-3915	1 Old Ferry Rd, Rm 20-23 Shalimar, Fl 32579 <b>Mailing Address</b> PO Box 436 Shalimar, Fl 32579 312 College Ave. DeFuniak Springs, FL	Counseling Domestic Violence
Junior League of the Emerald Coast	Target gift certificates for middle and high school students	850-862-2665 www.jlec.org hq@jlec.org	12 SE Miracle Strip Parkway Suite 201 Fort Walton Beach, FL 32548	Clothing

Local Agencies		1	1	1
Agency	Service	Contact	Location	See Also
Kelly Services	Employment Opportunities	850-664-7649	1500 Freedom Self Storage # 4 Fort Walton Beach, FL 32547	Employment
Lakeview Center, Inc. An Affiliate of Baptist Health Care	Mental health services; foster care program for developmentally disabled.	850- 609-1004 www.ebaptisthealthcar e.org Mon Fri. 8 am – 5 pm	1 Eleventh Avenue, Building C Shalimar, FL 32579	Counseling Developmentally Disabled Services Foster Care Mental Health Counseling/Services
Lawyer Referral Service (Florida Bar)	Will give name of local lawyer Consultation is free for those who qualify on the following specialty panels: Low Fee Panel, Elderly Panel, AIDS Law Panel, Disability Law Panel	800-342-8011 8 am - 5:30 pm EST		Legal Services
Learn to Read of Northwest FL, Inc.	Training for volunteer tutors in Okaloosa and Walton County can be referred to One Stop Literacy	850- 432- 4347 Fax 850- 432- 7372	1720 W. Fairfield Dr. Suite 315 Pensacola, FL 32501	Education Services
Legal Aid/Services	Clients must qualify according to case type and financial guidelines. Handles consumer matters, landlord-tenant disputes, limited family law matters, collections, and gives general legal advice.	Legal Aid County Courthouse Annex, Law Library Shalimar 850- 651-7256 Fort Walton Beach 850- 862-3279 Fax 850- 862- 6327 Mon Fri., 8am - 5pm	133 Staff Dr. Fort Walton Beach, FL 32548	Legal Services

Agency	Service	Contact	Location	See Also
Lifeline Assistance	Provides up to \$13.50	800-342-3552	Florida Public Service	Financial Assistance
Program & Link-Up	credit on qualified	Fax 800-511-0809	Commission	
Florida	residential customer's		2540 Shumard Oak	
	local monthly phone	www.FLORIDAPSC.com	Boulevard	
	bills. Link-Up FL		Tallahassee, FL 32399	
	provides up to 50			
	percent reduction in			
	the telephone hook- up			
	charge, to a minimum			
	of \$30.00.			
	Eligibility: Those			
	receiving Temporary			
	Cash Assistance, Food			
	Stamps, Medicaid,			
	LIHEAP, SSI, Section			
	8 Housing Assistance,			
	or household income			
	are no more than 125			
	% of the federal			
	income.			
Lighthouse of Faith	Clothing, food,	850-244-2003	755 Lovejoy Rd NW	Clothing
Community Church,	diapers, hygiene items		Fort Walton Beach,	
Inc.	for the needy in		FL 32548	Food
	Okaloosa County.			
	MonFri. 6pm-9pm;			
	Sat. 12pm-3pm.			
Lilly Answers	Must have income	1-877-795-5459		Prescriptions
Discount Program	below \$18,000.00 for	www.discountrxmart.c		
	individuals and	<u>om</u>		
	\$24,000.00 for			
	household of more			
	than one and Medicare			
	recipient. Must have			
	no prescription			
	coverage. Program			
	includes certain			
	prescriptions.			

Agency	Service	Contact	Location	See Also
Lions Club	Assists persons with sight problems including providing glasses and eye exams for needy children and adults.	Fort Walton Beach 850-650-9312 850-243-3037 Sandestin 850-269-0196 <u>http://www.lionsclubs.or</u> <u>g/EN/index.php</u>		Medical Visually Impaired
Lutheran Services of Northwest Florida	Counseling, Runaway Shelter, Lutheran Services offers prevention and outreach services for youth and families. Provides crisis intervention/conflict resolution, family counseling, and temporary shelter for youth and more.	Counseling Office           850-664-0145           HOPE House           Runaway Shelter           850-682-2374 (24 hrs)           Fax 850-682-8495           MonFri           8am-5pm           Teen Court           850-609-1133	Counseling Office 51-B Yacht Club Drive Fort Walton Beach, FL 32548 HOPE House Runaway Shelter 5172 Eastland Avenue Crestview, FL 32539 Teen Court 1270 N. Eglin Parkway, Ste. C Shalimar FL 32579	Counseling Shelter Youth Services
March of Dimes	Educational programs on pre-natal care, teen pregnancies, prevention, birth defects and low-birth weight information.	850-785-6460 www.marchofdimes.co m	2809 W. 15 <sup>th</sup> St. Suite 102 Panama City, Fl 32401	Pregnancy Services/Education
Mental Health Association of Okaloosa and Walton Counties	Financial assistance for psychiatric medicine and treatment referrals, support groups, peer specialist services, Family to Family classes, Mental Health Education.	850-244-1040 Fax 850-244-2573 www.mhaow.org	571 Mooney Rd. NE, Fort Walton Beach, FL 32547	Counseling Mental Health Counseling/Services

Agency	Service	Contact	Location	See Also
NAACP for Okaloosa	Assistance in civil or	850-301-2095	10 Nicholson St	Minority Services
County Disaster Relief	human rights in the	www.okaloosanaacp.o	Fort Walton Beach, FL	5
Command Center	areas jobs, housing,	rg	32548	
	and employment	-	PO Box 58	
	discrimination; small			
	minority business			
	assistance, including			
	Veterans affairs.			
National Association	50 years old or older.	National	Fort Walton Beach	Senior Services
of Senior Friends	Offers VIP hospital	800-771-0428	1000 Mar -Walt Drive	
	benefits as well as	Fort Walton Beach	NW	
	local and national	850-863-7590	Fort Walton Beach, FL	
	discounts. Assists	Fax 850-315-1350	32547	
	members with	Niceville		
	insurance assistance,	850-729-9463	Niceville	
	medical assistance as	www.seniorfriends.co	2190 Highway 85 N,	
	well as workshops,	m	Niceville, FL 32578	
	driving classes,	$\frac{1}{Mon.}$ – Thurs.	110000000000000000000000000000000000000	
	financial planning,	9  am - 3  pm		
	health screening,	Fri., 9 am – 12 noon		
	fitness, socials, and	11., y uni 12 noon		
	much more.			
	Fees: \$15 a year or			
	\$25 for two-year			
	membership			
National Center for	To help prevent child	800-THE-LOST	699 Prince St.	Missing Persons
Missing and Exploited	abduction and sexual	800-843-5678	Alexandria, VA 22314	Wissing Persons
Children	exploitation; help find	000 015 5070	Thexalteria, VII 22511	
Chindren	missing children; and	www.missingkids.com		
	assist victims of child	www.iiiissingkids.com		
	abduction and sexual	hotline@ncmec.org		
	exploitation, their	notification		
	families, and the			
	professionals who			
	serve them.			
Needy Meds	Educational website	www.needymeds.com		Prescriptions
Prescription Program	that is designed to help	www.needymeds.com		riesenptions
r resemption r rogram	those who do not have	(use site to look up		
	health insurance and	individual's		
	can't afford their	medications)		
	medications.	medications)		
North Okaloosa ARC	Provides adult day	850- 689-3663	408 W. James Lee Blvd	Developmentally
Inc. (Association for	training and in-home	Fax 850-689-5469	Crestview, FL 32536	Disabled Services
Retarded Citizens)	services to individuals	Mon Fri.	CIOSUNOW, 1 L 52550	
Retarucu Citizelis)	with developmental	7:30  am - 3:30  pm		
	disabilities.	7.50 am – 5.50 pm		
North Okaloosa	110 licensed beds	850-689-8100	151 East Redstone Ave.	Medical Services
Medical Center	Inpatient and	030-007-0100	Crestview, FL 32539	wicultar Services
	Outpatient services		Crestview, TE 52559	
	Outpatient services			

Agency	Service	Contact	Location	See Also
Northwest Florida	Support Group	850-863-1111	2 Eglin Parkway NE	Information
Daily News	meeting times and	www.nwfdailynews.co	Fort Walton Beach, Fl	
	contact information	<u>m</u>	32548	
	are listed in their			
	Monday papers.			
Northwest Florida	Classes offered day	Niceville Campus	Niceville Campus	Education Services
State College	and evenings in the	850- 678-5111	100 College Boulevard	
	two county area at no	Walton County	Niceville, FL 32578	
	cost for non- high	850-892-8190		
	school graduates	North Okaloosa	Walton County	
		850- 689-7911	Chautauqua Center -	
			908 W. Hway 90	
		Adult General	DeFuniak Springs, FL	
		Education	32433	
		Niceville		
		850-729-5387	Positive Retirement	
		DeFuniak Springs	Through Imaginative	
		850-892-8100	Education (PRIME) Learning Resource	
		Adult Literacy	Center Bldg. E	
		Center	Niceville, FL	
		850- 678-5111 ext 232	Nice ville, I L	
		850- 892-8100		
		050 092 0100		
		Displaced		
		Homemaker		
		Niceville Campus		
		850- 729-5290		
		Fort Walton Beach		
		850-682-5272		
		Crestview		
		850-892-2174		
		PRIME		
		850-729-6084		
		Walton County		
		Chautauqua Center		
		850-892-8100		
		Mon Thur.		
		8 am - 7 pm		
		Fri. 8 am - 4:30 pm		
		www.nwfsc.edu		
		<u></u>		
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Agency	Service	Contact	Location	See Also
Okaloosa AIDS	Provides case	850-314-0950	4 Jackson St NE	Information
Support Informational	management and legal	Fax 850-314-0952	Fort Walton Beach, FL	
Services	services for persons		32547	
(OASIS)	living with HIV/AIDS;	http://www.aidsoasis.or		
	HIV testing,	g/AIDSoasis/About_Us.	PO Box 35	
	counseling, and	<u>html</u>		
United 🔊	referrals; HIV			
Way 🕓	prevention and			
	education services;			
	and community			
	outreach. Serves			
	Okaloosa, Walton,			
	Santa Rosa, and Escambia			
Oakland Assembly of	Food pantry one day	850-244-1222	117 Jonquil Ave. NW	Food
God	per week for one hour	830-244-1222	Fort Walton Beach, FL	roou
Uuu	per week for one nour		32547	
Okaloosa Applied	Assists adult and high	850- 833-3500	1976 Lewis Turner	Education Services
Technology Center	school students in	http://www.okaloosa.k1	Boulevard	Education Services
0, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1,	attaining a high level	2.fl.us/schools/	Fort Walton Beach, FL	
	of technical/vocational		32548	
	proficiency for			
	employment or			
	advancement in			
	specific occupations.			
	<b>Fees:</b> \$698.00			
	semester hour for			
Okaloosa Coalition on	adults Provides Transitional	850-243-5648	8 Bobolink Dr,	Clothing
the Homeless, Inc.	Housing for working	<b>Fax</b> 850-244-5717	Fort Walton Beach, FL	Clothing
Fresh Start Program	families, single	Fax 050-244-5/17	32548	Food
r tesh Start i togram	women with children		52510	1000
	and single women for			Housing
Way Way	6 months through a program of money &			Information
	life management skills			Shaltana
	leading toward self- sufficiency.			Shelters
Okaloosa Community	Down payment or	Okaloosa County	204 Cloverdale Blvd	Housing
Development Corp.	closing cost assistance,	850-863-1969	Fort Walton Beach, FL	1.0000116
	home	Fax 850-651-7722	32547	
	repair/rehabilitation			
	for income qualified.	Walton County		
		850-595-8910		
		www.florida- edc.org/is_holt.htm		
		Mon Fri.		
		8:30 am – 4:30 pm		
Okaloosa County	Child Development	850-651-0645	60 Second St. Suite	Child Care
Comprehensive Head	Birth – 5 yrs.		401,	
Start		1	Shalimar, FL 32579	Education Services

Agency	Service	Contact	Location	See Also
Okaloosa County	Immunization Clinic,	Fort Walton Beach	Fort Walton Beach	Dental
Health Department	Family Planning	850-833-9240	221 Hospital Dr. NE,	
_	Clinic, Well Baby	Fax 850-833-9242	Fort Walton Beach, FL	Medical
	Clinic, Pediatric	For Appt.	32548	
	Medicaid Screening,	850-833-9246		
	Adolescent Screening,		Crestview	
	Maternity Clinic,	Crestview	810 E. James Lee	
	Nutrition Services,	850-689-7855	Blvd.,	
	Women-Infant-	Fax 850-689-7872	Crestview, FL 32539	
	Children (WIC)	www.doh.state.fl.us/ch		
	Program, Sexually	<u>dokaloosa</u>		
	Transmitted Disease			
	Clinic, AIDS Testing,			
	Rheumatic Fever			
	Program,			
	Tuberculosis Program,			
	School			
	Physicals/School			
	Health, Health			
	Education Programs,			
	Environmental			
	Services, Vital			
	Statistics. Dental clinic			
	Crestview for children			
	age 4-18 on Medicaid			
	or Reduced Lunch			
	Program with school			
	nurse referral			

Local Agencies (con	<b>t.</b> )
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Agency	Service	Contact	Location	See Also
Okaloosa County	Information for local	Board of County	Fort Walton Beach	Government Offices -
Offices	residents and visitors	Commissioners	1804 Lewis Turner	Local
		850-651-7105	Blvd., Suite 100	
		850-689-5030	Fort Walton Beach, FL	
		850-651-5723	32547	
		Dept. of Public Safety	Niceville	
		Public Safety/EMS	90 College Blvd. East	
		850-651-7150	Niceville, FL 32578	
		EM/EOC		
		850-651-7583	www.co.okaloosa.fl.us	
		Clerk of Court	Crestview	
		Crestview	302 N. Wilson St.	
		850-689-5000	Suite 302	
			Crestview, FL 32536	
		Shalimar	Shalimar	
		850-651-7200	#2 Cherokee Road	
			Shalimar, FL 32579	
		Small Claims Court		
		850-651-7200		
		850689-5935		
		Supervisor of		
		Elections		
		850-651-7272		
		850-689-5600		
		Sheriff's Office		
		850-689-5705		
		850-651-7400		
		Fax 850-609-2086		
		Crestview		
		850-689-5000		
		850-689-5650		
		Shalimar Annex		
		Toll Free		
		850-729-1400		
		850-651-7200		
		Fax 850-651-7551		

Agency	Service	Contact	Location	See Also
Agency           Okaloosa County           Public Library           Cooperative		Contact           Crestview           850- 682-4432           Destin           850- 837-8572           Eglin AFB           850-882-5016           Fort Walton Beach           850- 833-9590           Freeport           850- 835-2040           Valparaiso           850- 729-5406           Mary Esther           850- 243-5731	Robert L. F. SikesPublic Library1445 Commerce Dr.Crestview, FL 32539Destin PublicLibrary150 Sibert Avenue,Destin, FL 32541Fort Walton BeachPublic Library185 Miracle StripParkway, SE,Fort Walton Beach, FL32548Freeport PublicLibraryW. Highway 20,	See Also Internet Availability Libraries
		Niceville 850- 279-4863 www.readokaloosa.org	Freeport, FL 32439 Valparaiso Community Library 459 Valparaiso Parkway Valparaiso, FL 32580 Mary Esther Public Library 100 W. Hollywood Blvd. Mary Esther, FL 32569	
			<b>Niceville Library</b> 206 Partin Drive, Niceville, FL 32578	
Okaloosa County Public Schools Foundation (Take Stock in Children)	This program provides scholarships, mentors and hope for deserving students	850-833-7614 850-833-9999	120 Lowery Place SE Fort Walton Beach, FL 32548	Education Services
Okaloosa County School Board	Okaloosa County Schools Administrative Office	850-833-3100	120 Lowery Place SE Fort Walton Beach, FL 32548	Education Services

Local	Agencies	(cont.)
Locui	- Seneres	(COIIC)

Agency	Service	Contact	Location	See Also
Okaloosa County Tourist Development Council	Visitors Welcome Center Weekdays: 8 am – 5 pm, Weekends: 10 am – 4 pm	Nationwide Toll Free 1-800-322-3319 Fort Walton Beach	1540 Miracle Strip Parkway, SE Fort Walton Beach, FL 32549	Housing
	Promotes tourism, beach cleaning, water testing, etc and	850- 651- 7131 Fax 850- 651- 7149		
	operates the —Island Shuttle   (see Transportation – Okaloosa County	Emerald Coast Convention Center 850- 609-3800		
	Transit Development Council)	www.destin-fwb.com		
Okaloosa County Transit Development Council	Provide rides to work, school, recreation, appointments, shopping, etc.	Fort Walton Beach 850- 833-9168 Fax 850- 833-9286	600 Transit Way Fort Walton Beach, FL 32547	Transportation
	Reservations can be made 1-7 days before your trip from 8am- 5pm, M-F. Rides. WAVE operates in	Crestview 850- 689-7809 www.rideoct.org		
	Crestview & Fort Walton Beach; wheelchair accessible.	MonFri. 8 am - 7 pm		
Okaloosa County Veterans Services Office	Assists veterans, widows and dependents to file claims for VA	South Okaloosa County 850- 651-7258	13 Iowa Dr. NE Fort Walton Beach, Fl 32548	Veterans Services
	benefits. Referral & resources. DAV Transportation Network	North Okaloosa County 850- 689-5922	601 A- N Pearl Street, Suite 100 Crestview, FL 32536	
		Mon. – Fri. 8 am – 5 pm		

Local Agencies		~		~
Agency	Service	Contact	Location	See Also
Okaloosa-Walton	Eligibility: Services	Fort Walton Beach	107 Tupelo Avenue	Child Care
Child Care Services,	available to qualifying	Main Office	Fort Walton Beach, FL	
Inc.	families. Languages:	850-833-9330	32548	Youth Services
	English limited			
	Spanish. A non-profit	Crestview (DCF)		
United 🔊	resource and referral	850-682-1234	Education Center	
Way 🕓	agency that addresses	Crestview	99 Eglin Parkway,	
	the needs of parents,	850-689-7885	Suite 14	
	child care providers,		Fort Walton Beach, FL	
	employers, and the	DeFuniak Springs	32548	
	community. Assists	850-892-8560		
	with child care for	<b>17.11.</b> (1.11		
	low-income families	KidLine (child care		
	and families in the WAGES, Transitional	resource and referral information line)		
	Child Care, and	850-833-9333		
	Protective Services	800-226-4969		
	Programs. Operates	800-220-4909		
	KidLine, a toy-lending	Education Center		
	Library, and the	850-833-9336		
	Caring for Kids	000 000 7000		
	resource van.	7:30am – 5:00pm.		
		www.owccs.org		
Opportunity, Inc.	Food is provided at a	Admin Office	Admin	Financial Assistance
(Okaloosa Walton	variety of venues,	850-409-3070	203 Cloverdale Blvd	
Homeless Continuum	Flu shot clinic each	Shelter	Suite B	Food
of Care)	fall, prescription	850-659-3190	Fort Walton Beach, Fl	
	medications, laundry		32547	Meals
	program every Sunday			
	morning, and financial		Shelter	Prescriptions
	assistance.		305 Lovejoy Rd.	
	hot breakfast Sunday	info@okaloosawaltonh	Fort Walton Beach, Fl	Utilities, Rental
	morning, to a hot	omeless.org	32548	Assistance
	lunch on Thursdays,	<u>omeress.org</u>		
	Saturday and Sundays,	www.okaloosawaltonh		
	to brown bag meals on	omeless.org		
Donte onchin for	weekdays, to groceries A free referral service	888-477-2669		Dragonintiona
Partnership for Prescription	A free referral service that matches			Prescriptions
Assistance	individuals to	www.pparx.org		
13515tallUC	prescription programs.			
P.A.W.S. (Panhandle	Animal shelter	850-243-1525	752 Lovejoy Road	Animal Information
Animal Welfare	Annual Sherter	www.paws.org	NW	
Society)		pawsfwb@earthlink.ne	Fort Walton Beach, FL	
Society)		t	32547	
	1	1 4	5-017	1

Agency	Service	Contact	Location	See Also
Pfizer for Living Share Card Program	Medicare recipient, no prescription coverage, yearly gross income for an individual is less than \$18,000 and \$24,000 for couples. Participants will receive a card that allows you to pay a \$15 flat rate for each 30-day prescription. Program includes certain prescriptions.	1-800-717-6005 850-295-7876 http://www.pfizerhelpfu lanswers.com/pages/mis c/Default.aspx		Prescriptions
Pregnancy Support Center	No fees for services. A church ministry that offers free, on-site pregnancy tests; parenting classes; post-abortion healing program; education & support for pregnant women and families during a crisis pregnancy; provides referrals.	850- 892- 7400 <b>Fax</b> 850- 892-2381 Tues., 10 am-3 pm Thurs., 12 noon-5 pm	295 US Highway 90 W DeFuniak Springs, FL 32433	Pregnancy Services/Education
Progressive Management of America, Inc.	Family income cannot exceed \$57,000.00 (subject to change). Provides housing for residents of low to moderate income in Okaloosa County.	850- 244-1600 www.pmainfo.com Mon Fri. 8:30 am - 5:00 pm Saturday by appointment	19 Chestnut Avenue, #14 Fort Walton Beach, FL 32548	Housing
Project Hope	Crisis Counselors	850-376-0825 <b>Main office</b> 850-438-9879 <b>Hotline</b> 866-518-1825	840 W Lakeview Pensacola, FL 32501	Counseling
Pyramid, Inc.	Provides adults with disabilities the entertainment in arts and day programs that build self-confidence and self-esteem.	850-862-7139 www.pyramidinc.org	432 Green Acres Road Fort Walton Beach, FL 32547	Developmentally Disabled Services
Raspberry Rescue	Providing homes, foster care for pets	850-581-1377 850-664-6600	121 Timer Lake Dr. Mary Esther, FL 32569	Animal Information

Agency	Service	Contact	Location	See Also
Retired Senior Volunteer Program(RSVP)— Okaloosa County	55 years and older. Provides opportunity to transition to retirement and remain involved in service to the community. Volunteer assignments consider individual interests and desires.	850- 833-9165 Ext 253 or Ext 254 <b>Fax</b> 850- 833-9174 Mon Fri. 7:30 am - 4:30 pm	Elder Services of Okaloosa County 207 Hospital Drive Fort Walton Beach, FL 32548	Senior Services
Retired Senior Volunteer Program (RSVP)—Walton County	55 years and older. Provides an opportunity to transition to retirement and remain involved in service to the community. Volunteer assignments consider individual interests.	850-892-7030 <b>Fax</b> 850-547-5485 Mon. – Fri. 8:30 am – 4:30 pm escbigbend.org	103 W. Nebraska Bonifay, FL 32425	Senior Services
Rosemarie's Closet (Wright Baptist Church)	Clothing	850-862-883 Church 850-862-4123	795 Beal Pkwy. NW Fort Walton Beach, FL 32547	Clothing
S4P Synergy, Inc. (Striving for Perfection Ministries)	Income eligible families (Food Stamps, HUD/ Public Housing, SSI, Medicaid) Provides emergency benevolence program, life- enrichment projects, community revitalization, and economic development. free hot lunch every Thursday 11 a.m. to noon for homeless and low-income, first come, first served; meals delivered to disabled and seniors	850-362-6977 850- 862-3899 <b>Fax</b> 850- 833-3005 Tues. – Fri. 9:30 am – 5:30 pm <b>Community</b> <b>Outreach Services</b> Tues. & Wed., 10 am- 12 noon	24 Bass Avenue, SW Fort Walton Beach, FL 32548 PO Box 1626	Emergency Assistance Financial Assistance Food Meals
St. Simon's Episcopal Church	Free Child Care 1 yrs. – 5 yrs. 9a.m 2p.m. Mon. Oct. 3 & 10 Assists with Utilities and Rent	850-244-8621	28 Miracle Strip Pkwy. Fort Walton Beach, FL 32548	Child Care Utilities and Rental Assistance
St. Vincent DePaul St. Mary's Church	Clothes, etc. 9:15a.m 11a.m.	850-243-0004	38 Robinwood Dr. nw Fort Walton Beach, FL 32548	Clothing

Agency	Service	Contact	Location	See Also
St. Vincent de Paul St. Rita Conference	Society of St. Vincent de Paul offers food assistance for residents of South Walton County only, services up to and including Freeport, FL.	888-229-6582	137 Moll Dr. Santa Rosa Beach, FL 32459	Food
Sacred Heart Children's Hospital Pediatric Dental Clinic	Sacred Heart Children's Hospital Pediatric Dental Clinic offers preventive, restorative and outpatient surgical dental treatment for low-income and special-needs children birth to age 16	850-494-7150 Fax 850- 494-7151 www.sacred-heart.org	8390 N. Palafox St. Cantonment, FL 32534	Dental Medical
Sacred Heart Hospital on the Emerald Coast	58-bed hospital offering acute care, general and specialized surgery, cardiac diagnostics, joint replacement program, cancer care, comprehensive radiology and laboratory services, rehabilitation, as well as 24-hour emergency care.	1-866-591-3600 850-278-3000	7800 U.S. Hwy. 98 West; Miramar Beach, FL 32550	Medical
Salvation Army of Okaloosa County United Way	Utilities, rent, Food, Clothing vouchers for Thrift Store, Diapers, Toiletries, etc. 9a.m. – 4p.m.	850-243-4531 www.salvationarmyus a.org	425 Mary Esther Cut- off, Fort Walton Beach, FL 32548	Clothing Financial Assistance Food Utilities, Rental Assistance
Salvation Army DeFuniak Spring Service Unit	Utilities, rent, Food, Clothing vouchers for Thrift Store, Diapers, Toiletries, etc. 9a.m. – 4p.m.	850-892-7656 800-SAL-ARMY	1122A North 9th St DeFuniak Springs, FL 32433	Clothing Financial Assistance Food Utilities, Rental Assistance
Secure the Call Foundation	Program to donate used cell phones	888-883-6628 http://www.donatemyce llphone.org/faq.htm		Information
Shalimar Baptist Church	Food to local families	850-651-3322	17 4th Ave Shalimar, FL 32579	Food

Agency	Service	Contact	Location	See Also
Sharing and Caring of Okaloosa County	Provide food and vouchers for medicine, transportation,	Fort Walton Beach 850-244-0778 Crestview	126 Beal Pkwy SW, Fort Walton Beach, FL 32548	Automobile Assistance Financial Assistance
United Way	utilities, rent, auto repairs and layettes	850-682-1907 Niceville 850-678-8459	298 Martin Luther King Drive Jr. Ave.,	Food
			Crestview, FL 32536	Prescriptions
			104 Bullock Blvd Niceville, FL 32578	Utilities, Rental Assistance
Shelter House of Northwest Florida	Domestic violence emergency shelter	Fort Walton Beach 850-243-1201	102 Buck Dr Fort Walton Beach, FL	Counseling
Inited		Hot Line 850-863-4777 Crestview	32549 PO Box 220	Domestic Violence
Way Way		850-683-0845 State Abuse Hotline	FO B0X 220	
		800-442-2873 www.shelterhousenwfl		
		.org info@shelterhousenw fl.org		
Shoal Creek	Short-stay rehab center	850-689-3146	500 South Hospital	Rehabilitation Services
Rehabilitation Center	and a long-term care facility for those who	<b>Fax</b> 850-689-2286 Mon Fri	Drive Crestview, FL 32539	
	need therapy regain independence or need 24-hour nursing care.	8 am-6 pm	Cleative, FL 32339	
Sickle Cell Disease Association	Education, advocacy and other initiatives	850-243-0700	1339 Green Acres blvd	Medical
	which promote awareness and support		Fort Walton Beach, FL 32548	
	for sickle cell programs and patients			
Silver Sands School	School to educate children with special	850-833-3364	349 Holmes Blvd. Fort Walton Beach, FL	Developmentally Disabled Services
	needs: mentally impaired, physically impaired, and children		32548	Education
<u>au</u> a p	with disabilities	1 000 110 015		
Silver Saver Drug Program	Program doubles the current prescription	1-888-419-3456		Prescriptions
Tiogram	drug benefit for low	For assistance with		
	income. Participants	other questions about		
	must not be enrolled in	Medicare benefits,		
	any other Medicare	options, or rights, call		
	pharmacy benefit.	your local Elder Helpline at		
		1-800-963-5337		
		Ask for a SHINE		
		counselor.		
		www.MyFlorida.com		

Agency	Service	Contact	Location	See Also
Small Business Administration	Aid, counsel, assist and protect the interests of small business concerns, to preserve free competitive enterprise and to maintain and strengthen the overall economy of our nation.	1-800-827-5722 1-800-659-2955 <b>Local District Office</b> Jacksonville, FL (904) 443-1900	7825 Baymeadows Way, Suite 100B Jacksonville, FL 32256	Business Development/ Assistance
Social Security Administration • Missing benefit payments	Process applications for original & duplicate social security numbers, Medicare program, Supplementary Security Income Program, Social Security Retirement, and Survivor & Disability Program.	866-331-2194 850-664-6194 1-800-772-1213 MonFri. 8:30-3pm www.ssa.gov	111B Racetrack Rd. NW Fort Walton Beach, FL 32548	Financial Assistance
SOCKS (Save Our Cats and Kittens) Thrift Store	Thrift store with clothing assistance for fire victims or needy.	850-863-8999	498 Carmel Drive, Fort Walton Beach, FL 32548	Clothing
Southwide Baptist Church – Deaf Ministries	Southwide has an active Deaf ministry. Signing is available for most services and sign language classes are held on Wed. at 5:30pm.	850-892-3835 http://www.southwide. org/	1307 Hwy 278 DeFuniak Springs, FL 32433	Education Hearing Impaired
State Attorney's Office	Prosecution of criminal cases. Assists victims through the judicial process and with the paperwork for crime compensation.	<b>Shalimar</b> 850-651-7260 <b>Crestview</b> 850-689-5620 <b>DeFuniak Springs</b> 850- 892-8080	1B Ninth Ave Shalimar, FL 32579 151 Cedar Street Crestview, FL 32536 524 A East Highway 90 DeFuniak Springs, FL 32435	Legal Services
State of Florida Department of Law Enforcement Crime Prevention and Information	Crime investigation, criminal background checks, sexual predator and career offender tracking, crime statistics, and missing children clearinghouse	850-595-2100 Fax 850-595-5580 www.fdle.state.fl.us	1301 North Palafox Street Pensacola, FL 32501	Missing Persons
Together Rx Medications Program	Reduced prices for medications to eligible individuals.	1-800-444-4106 800-865-7211 www.together-rx.com		Prescriptions

Agency	Service	Contact	Location	See Also
Trauma Intervention	Emotional and	850-934-6654		Counseling
Program (TIP)	practical support to			
	victims of trauma	TraumaIntervention@		
		<u>yahoo.com</u>		
Tri-County	Low-Income Home	Main Office	Canning Center	Child Care
Community Council,	Energy Assistance	850- 547-3689	1588 U.S. Hwy. 331	
Inc Walton County	Program (LIHEAP)	Mon Fri.,	S.	Financial Assistance
	Utilities assistance for	8 am – 4:30pm	DeFuniak Springs, FL	
United 🔊	electric and gas bills.		32435	Food
Way 🕓	Will assist with	Tri-County		
	deposits, will not assist	Community Council -	Walton County	Housing
	if client has an existing	Canning Center	Transportation	
	balance.	850-892-3615	1586 US Highway 331	Playground/Recreation/
	Emergency shelter	Mon Fri., 8am -	S DeFuniak Springs,	Museums
	assistance	4:30pm	FL 32433	D
	Transportation for		202 31 011 1	Prescriptions
	local non-emergency	Walton County	302 N. Oklahoma	<b>T</b>
	medical treatment,	Transportation	Street Bonifay, FL	Transportation
	nutritional, shopping,	850- 892-2422	32425	III:1:4: Daniel
	education, and	Mon Fri.:		Utilities, Rental Assistance
	recreation,	7am - 4:30 pm		Assistance
	employment training and other daily needs			
	for transportation			
	disadvantaged. USDA			
	food			
Tri-County	Assists 3-4 year old	850- 892-3615	268 S Davis Lane	VPK Program
Community Council,	children in becoming	850-892-7635	DeFuniak Springs, FL	VI K Hogiani
Inc Walton County	physically, socially,	<b>Fax</b> 850- 892-0114	32435	
nic watton County	intellectually and	Fax 050- 092-0114	52455	
Head Start Program	emotionally adjusted.	t.communitycouncil@		
fiedd Start Fiografii	emotionarry adjusted.	<u>mchsi.com</u>		
Troy State University	Offers Associate's,	850-301-2100	81 Beal Parkway Ft.	Education Services
They State Oniversity	Bachelor's, and	050- 501-2100	Walton Beach, FL	Education Services
	Master's degree		32548	
	programs		52010	
Twin Cities Hospital	Twin Cities Hospital	850- 678-4131	2190 Highway 85 N	Medical
1 in cruco riospitul	which offers 65	<b>Fax</b> 850- 729-9473	Niceville, FL 32578	
	inpatient beds and	www.twcitieshospital.		
	extensive outpatient	com		
	services	•••••		

Agency	Service	Contact	Location	See Also
US Dept. of Labor,	Handles wage disputes	850-433-6965	3 W Garden Street	Employment
Wage and Hour	under Federal	1-866-487-9243	Suite 358	
	minimum wage and	1-866-4(US- WAGE)	Pensacola, FL 32502	
	overtime			
	requirements; Family			
	Medical Leave Act;			
	enforcement of			
	Federal Government			
	Contracts; Employee			
	Polygraph Protection			
	Act; Child Labor;			
	Migrant & Seasonal			
	Workers Protection			
	Act and others.			
United Cerebral Palsy	Assists individuals	850-530-4606	16 Ferry Road	Developmentally
of Northwest Florida	with cerebral palsy	850-432-9545	Fort Walton Beach, FL	Disabled Services
	and other	850-432-1596	32548	
	developmental	www.ucpnwfl.org		
United	disabilities; info and		2912 North E Street	
Way 🕙	referrals; family		Pensacola, FL 32501	
	support services;		· ·	
	orthopedic			
	evaluations.			
United Way of	Community-wide	850-434-3157	1301 W. Government	Disaster Assistance
Escambia County	strategic planning		St.	
-	partnership working	First Call For Help	Pensacola, FL 32502	Resource Information
	toward overall	850- 595-5905		
United	community physical,			
Way S	mental, economic,	www.unitedwayescam		
	environmental and	bia.org		
	social health. The five	-		
	goal areas include:			
	Education,			
	Environment, Health,			
	Housing and Poverty.			
United Way of	Umbrella for	850-243-0315	112 Tupelo Ave. SE	Disaster Assistance
Okaloosa-Walton	collection and	Fax 850-243-6625	Fort Walton Beach, FL	
Counties	distribution of funds to		32548	Resource Information
	a variety of health and	First Call for Help		
United	human service	850-243-9111		
Way 🕓	agencies			
		www.united-way.org		

Agency	Service	Contact	Location	See Also
United Way of	To help people in our	850-785-7521	518 Mulberry Avenue	Disaster Assistance
Northwest Florida	area become more	Fax 850- 784-2569	Panama City, FL	
	healthy, self-sufficient,		32401	Resource Information
IInited	and to be able to help themselves and each	<b>First Call for Help</b> 850-215-6611		
United Way	other. Changing lives,	850-215-0011		
indy	shaping communities,	www.unitedwaynwfl.o		
	investing in resultsit	rg		
	is what matters.			
	Serving Bay, Calhoun,			
	Gulf, Holmes, Jackson, and			
	Washington Counties			
United Way of Santa	Non-profit	850- 623-4507	6479 Caroline St	Information
Rosa County	organization assesses	Fax 850- 626-9584	Milton, FL 32570	
	and responds to		PO Box 284	
Traited	community needs	First Call for Help		
United Way		850-983-7200		
way 🕓		unitedwaysrc.org/		
University of West	University of West	Pensacola	11000 University	Education Services
Florida	Florida offers	850-474-2000	Pkwy	
	undergraduate and		Pensacola, FL 32514	
	graduate degree programs. Online	Fort Walton Beach 850- 863.6565	1170 Martin Luther	
	classes available	www.uwf.edu	King Jr. Boulevard	
			Fort Walton Beach, FL	
			32547	
University of West	Business and	Fort Walton Beach	922 Mar Walt Dr.	Business
Florida Small Business	economic	850-833-9400	Suite203	Development/Assistance
Development Center	development		Fort Walton Beach, FL	
	assistance for existing	Pensacola	32547	
	and prospective business owners in	850- 595-0063 www.sbdc.uwf.edu/	401 E. Chase St. Ste.	
	Escambia, Santa Rosa,	www.souc.uwi.cuu/	100 L. Chase St. Ste.	
	Okaloosa, and Walton		Pensacola, FL 32502	
	counties			
Veteran Services	Veterans services for	North County	601 A N. Pearl St.	Veterans Services
	North Okaloosa	850-689-5922	Suite 100	
	County		Crestview, FL 32536	
		South County	13 Iowa Dr. NE	
		850- 651-7258	Fort Walton Beach, FL	
			32548	
Veteran Vocational	Assists veterans with	850- 862-2107	411 Racetrack Road	Veterans Services
Rehabilitation Employment Services	service- connected disabilities of 10	Mon Fri	Fort Walton Beach, FL 32547	
Employment Services	percent or more to	8  am - 4:30  pm,	32341	
	gain and maintain	see counselor upon		
	suitable employment	appointment		
	or provide independent			
	living skills			

Agency	Service	Contact	Location	See Also
VISIONNAIRES of NW Florida	Provides Braille drawings, tapes, and large print for persons who are blind, legally blind, or have low vision	850- 862-4495 Sat. 10 am-12 pm	538 Bob Sikes Blvd. Fort Walton Beach, FL 32579	Visually Impaired
Vocational Rehabilitation (state program)	Employable aged persons living in the state of Florida who have physical or mental disability that is a substantial impediment to employment and has reasonable expectation that Vocational Rehabilitation services will render the individual capable of returning to gainful employment.	850- 833-9114 850-833-9278 <u>www.rehabworks.org</u> Mon Fri. 8am - 5pm	105- B Lewis Street Fort Walton Beach, FL 32547	Education Services Employment
Volunteer Organizations Active in Disasters (VOAD)	Brings together voluntary organizations active in disaster services to foster more effective response to the people of Okaloosa and Walton Counties in times of disaster.	850-243-0315	112 Tupelo Ave. Fort Walton Beach, FL 32548	Disaster Assistance
Walton County Animal Control	Animal Services Complaints and calls for wildlife should be referred to the Florida Fish and Wildlife Conservation Commission at 850-488-4676. Large animal problems (other than dogs and cats) can be addressed by contacting the Walton County Sheriff's Department at 850-892-8111.	850- 892-8682	365 Triple G Road DeFuniak Springs, FL 32433	Animal Information

Local Agencies (cont.)					
Agency	Service	Contact	Location	See Also	
Walton County Association for Retarded Citizens, Inc	Provides home- and community-based services and supports for developmentally disabled FL residents. Adult day training (including off-site work crews), community inclusion activities, companion services, respite, personal care and long-term residential care	850-892-5013 Fax 850-892-7895 MonFri. 7:30 am-2:30 pm.	1408-A State Highway 83 DeFuniak Springs, FL 32435 PO Box 813	Developmentally Disabled Services	
Walton County Council on Aging, Inc.	Provides outreach and referrals, support services, counseling are provided for persons 60 + to help them remain at home with independence and dignity and to serve as an advocate for the elderly. Programs: Meals on Wheels, Congregate Meals, Loan Closet, and in- home personal care or respite for caregiver, home maintenance, shopping assistance	850- 892-8165 Fax 850- 892-8169 Mon- Fri. 7:30 am - 5 pm	1154 Baldwin Avenue DeFuniak Springs, FL 32435 PO Box 648	Meals Senior Services	
Walton County Emergency Information Walton County Health Department	Citizen Information Lines 24/7 during hurricane or disaster Services available; Immunization Services, Family Planning Services, Maternal Health Services, and Sexually Transmitted Screening/Treatment WIC Program - See listing under Women, Infants, and Children	850-892-8392 850-892-8394 850- 892-8015 <b>Fax</b> 850- 892-8024 Mon Fri. 8 am - 5 pm	365 Triple G Road DeFuniak Springs, FL 32435 362 State Hwy 83 St DeFuniak Springs, FL 32433	Emergency Assistance Medical	

Agency	Service	Contact	Location	See Also
Walton County HUD Section 8/Public	Tenant-based voucher assistance program	Section 8 850-892-8185	Section 8 PO Box 1258	Housing
Housing Authority		Public Housing Authority 850-892-2823	63 Bo Pete Manor DeFuniak Springs, FL 32435 <b>Public Housing</b> <b>Authority</b> 120 Oerting Drive DeFuniak Springs, FL 32435	
Walton County Library System	Public library services	<b>DeFuniak Springs</b> 850-892-3624 <b>Fax</b> 850-892-4438	3 Circle Drive DeFuniak Springs, FL 32235	Internet Availability Libraries
		Santa Rosa Beach 850-267-2809 Fax 850-267-9452	437 Greenway Trail Santa Rosa Beach, FL 32459	
		Freeport 850-835-2040 Fax 850-835-2154	76 State Highway 20 W Freeport, FL 32439	
		www.youseemore.com /walton		
Walton County Offices	Information for local residents and visitors	Sheriff's Office DeFuniak Springs 850- 892- 8186 850- 892- 8338 Fax 850- 892-8118	<b>Sheriff's Office</b> 752 Triple G Road DeFuniak Springs, FL 32433	Government Offices - Local
		Animal Control DeFuniak Springs 850- 892- 8682	<b>Animal Control</b> 75 S Davis Lane DeFuniak Springs, FL 32435	
		Emergency Operation Center Driver's License Bureau 850- 892- 8121	Emergency Operation Center Driver's License Bureau 571 Us Hwy 90 E	
		Santa Rosa Beach Sheriff's Office 850- 267- 2000	DeFuniak Springs, FL 32433 Santa Rosa Beach Sheriff's Office 133 Sheriff Dr.	
		Walton County Emergency Management 850- 892-8065	Santa Rosa Beach, FL 32459 Walton County Emergency Services	
		<b>Fax</b> 850- 892-8069	75 South Davis DeFuniak Springs, FL 32433	

Agency	Service	Contact	Location	See Also
Walton County Parks and Recreation	Operates the following parks throughout the county: Bruce Creek Park; Cat Island Park; Choctawhatchee Bay; Choctawhatchee River; Dead River Park; Douglass Crossroad Park; Helen McCall Park; Juniper Lake Park; Lakewood Park; Morrison Spring; Seven Runs Creek Park; and Wee Care Children's Park	850- 892-8703 Fax 850- 892-8719 www.co.walton.fl.us/	435 North 9 <sup>th</sup> St. DeFuniak Springs, FL 32433	Playgrounds/Recreation /Museums
	Forms and facility rental applications are available online			
Walton County Schools	Walton County School Administrative and Operation services	850-892-1100 Fax 850-892-1198 Exceptional Student Ed. 850-892-1161 Even Start Program (For description, refer to Even Start) 850-892-8246 School Health Program 850-835-4444 850-892-1100 x 3241 www.walton.k12.fl.us/	145 Park Street., Suite 3 DeFuniak Springs, FL 32435	Education Services
Walton County SHIP Program	Uses strategies, such as First-Time Homebuyers Assistance, Rehabilitation, Replacement Housing, and Emergency Repair	1-800-226-8914 ext. 210	West FL Regional Planning Council 4081 East Olive Road Suite A Pensacola, FL 32514	Housing
Walton County Veterans Services	Assists former and present members of the Armed Services and their dependents	850-892-8140	312 College Ave. Unit B DeFuniak Springs, FL 32435	Veterans Services
Walton County Vocational Technical School	Eligibility: 16 years an older for high school programs 18 years and older for adult programs	850-892-1240 850-892-8241 Mon- Fri. 8 am - 4 pm	761 N. 20th Street DeFuniak Springs, FL 32433	Education Services

Agency	Service	Contact	Location	See Also
Walton Education Foundation United Way	Makes awards, grants and contributions to students, teachers, and schools and assists in providing scholarships for students in the Take Stock in Children Program.	850-892-1100 x 1503	145 Park Street,Suite 5 DeFuniak Springs, FL 32433	Education Services
Waterfront Rescue Mission	Temporary shelter, clothing, and food assistance, maintains a thrift shop. Hot meals served	Fort Walton Beach 850- 796-0700 850-244-2726 Fax 850-244-5251 Crestview 850- 689-2700 Fax 850-689-3258 www.waterfrontmissio n.org/	112 Hollywood Blvd Fort Walton Beach, FL 32548 1975 S. Ferdon Blvd. Crestview, FL 32536	Clothing Food Housing Shelters
West Florida Regional Planning Council Emergency Home Repairs	Emergency septic tank repair and home repairs	Hotline 800- 226-8914 850- 332-7976 Fax 850- 637-1923 www.wfrpc.dst.fl.us	4081 E. Olive Rd. Suite A Pensacola, FL 32514	Emergency Assistance
Westwood Retirement Resort	Offers senior apartment community; skilled nursing facility; short term rehabilitation; outpatient physical, occupational, and speech therapy	Westwood Retirement 850-863-5174 Westwood Health Care Center 850-863-5174 Westwood Health Services 850-863-1170 Crystal Bay Senior Living 850-267-1600	1001 Mar Walt Dr. Fort Walton Beach, FL 32547	Assisted Living/ Nursing Home Senior Services
White Sands Retirement Community	Affordable housing for low-income seniors, 62 and above, capable of living independently Annual income limits: single=\$18,450.00 or couple=\$21,100.00	850-244-7162 850-243-4820 Fax 850-243-6659 www.westminsterretir ement.com 8 am-4 pm	40 Windham Ave. SE Fort Walton Beach, FL 32548	Housing Senior Services
WIC Nutrition Program (Department of Health) Okaloosa County	Nutrition for women and their children age 5 and under	Hotline 800-342-3556 850-833-9254 www.myflorida.com	221 Hospital Dr. Fort Walton Beach, FL 32548	Financial Assistance Medical

Agency	Service	Contact	Location	See Also
Wings of Hope	Transports ill patients, free of charge, who qualify to medical facilities.	636-537-1302 1-800-448-9487 <u>www.wings-of-hope.org</u>	18730 Wings of Hope Blvd. St. Louis, MO 63005	Medical Transportation
Women's Intervention Services and Education (WISE) Programs	Case management program that assists women in accessing substance abuse treatment, aftercare, and support services.	850-433-9800 Fax 850-433-9802	3804 N. 9 <sup>th</sup> Ave. Pensacola, FL 32503	Rehabilitation Services
Wright Baptist Church	Rosemarie's Closet	850-862-4124	795 Beal Parkway NW Fort Walton Beach, FL 32547	Clothing
YMCA of Florida's Emerald Coast, Inc. United Way	Playground, pool, basketball, fitness, showers, etc.	850-314-9622 www.ecymca.org	13 SW Memorial Pkwy. Suite 211 Fort Walton Beach, FL 32547	Before and After School Programs Playground/Recreation/ Museums Shelters

# **Local Services**

#### **Adoption Information**

Agency	Service	Contact	Location
Catholic Charities of Northwest Florida United Way	Food, clothing, medicine vouchers, disaster counseling, adoption and related adoption services; pregnancy counseling	850-244-2825 <b>Fax</b> 850-664-9146 MonThurs. 8:30-4:30pm <u>www.catholiccharitiesnwfl.or</u> <u>g</u>	11 First Street SE, Fort Walton Beach, FL 32548
Children's Home Society of Florida- Western Division	A licensed child placement agency which provides foster care, Adoptions, Developmental Services	Okaloosa County 850-863-5877 www.CHSFL.org	176 Harris St. Fort Walton Beach, FL 32547
United Way	Support Coordination, Birth to Three Service Coordinator, and Intensive Crisis Counseling by referral from DCF and FFN	MonFri. 8:30am-5pm	
Family Life Ministries of Northwest Florida	Eligibility: Unwed, pregnant women. HIV test, drug and alcohol free. Assists women in crisis pregnancies by	850- 243-5800 850-862-5455 Fax 850- 862-6855	1007 Gospel Road Ft. Walton Beach, FL 32547 PO Box 250
United Way	providing residential care, material needs, medical care, adoption referral, and life skills preparation programs.	Mon Fri. 10 am – 4 pm www.sozoclinic.com	
Florida Adoption Information Center	Informational hotline for adoption services	800-96A-DOPT 800-962-3678 Fax 904-353-3472 www.adoptflorida.com	4203 Southpoint Blvd. Jacksonville, FL 32216

## **Alzheimer's Information**

Agency	Service	Contact	Location
Alzheimer's Association	Educational programs,	1-800-272-3900	Chapter Headquarters
	information and referrals to	Toll Free Hours	Florida Gulf Coast,
	Alzheimer's families. To find	8 am- 5 pm	Panhandle
	the cause and cure for	Central Time	8430 W. Bryn Mawr, Suite
	Alzheimer's Disease through	www.alz.org/	800 Chicago, Il 60631
	research.		
Alzheimer's Family Services,	Qualified speakers are	Toll Free	1901 N. Palafox St.
Inc.	available to perform	1-866-478-7790	Pensacola, FL 32501
	workshops & in-service		
	training in educating	850-478-7790	
	professional and family	Fax 850- 477-9174	
	caregivers on the topic of	www.AlzFamServ.org	
	Alzheimer's Disease.		

### **Animal Information**

Agency	Service	Contact	Location
Animal Shelters	Animal control and adoption	PAWS 850-243-1525 www.paws.org Okaloosa Pet Welfare 850-678-5066 Crestview Animal Shelter 850-682-2222 SOCKS 850-863-5756 NOAH www.northokalossahumanes ociety.org RUFF 850-796-3647	
P.A.W.S. (Panhandle Animal Welfare Society)	Animal shelter	850-243-1525 pawsftwb@earthlink.net	752 Lovejoy Road NW, Fort Walton Beach, FL 32547
Raspberry Rescue	Providing homes, foster care for pets	850-581-1377 850-664-6600	121 Timer Lake Dr. Mary Esther, Fl 32569
Walton County Animal Control	Animal Services Complaints and calls for wildlife should be referred to the Florida Fish and Wildlife Conservation Commission at 850-488-4676. Large animal problems (other than dogs and cats) can be addressed by contacting the Walton County Sheriff's Department at 850-892-8111.	850- 892-8682	365 Triple G Rd, Defuniak Springs, fl 32433

### Assisted Living/Nursing Home Care

Agency	Service	Contact	Location
Air Force Enlisted Village	Provide independent &	1-800-258-1413	92 Sunset Lane
(formerly Air Force Enlisted	assisted living apartments to		Shalimar, FL 32579
Widows Home)	widows of retired Air Force	Okaloosa County	
	enlisted members. Other	850-651-3766	
	military I.D. holders over the	Fax 850-651-4461	
	age of 55 are accepted on a		
	space available basis.	MonFri.	
		7:30am – 4:30pm	
		www.afenlistedwidows.org	

Assisted Living/Nursing Home Care (cont.)				
Agency	Service	Contact	Location	
Department of Children and Families Elderly and Disabled Adult Placement Services	Places elderly or disabled adults who can no longer live in their own homes in the least restrictive environment. Serves Escambia, Santa Rosa, Okaloosa and Walton	850- 494-5769	8190 Pensacola Blvd. Pensacola, FL 32534	
	Counties.			
Destin Health Care & Rehab Center	Short- stay rehab center and a long- term care facility for persons who need therapy to regain independence/ functioning or needs 24 hours nursing care.	850- 654- 4588 Fax 850- 654-3944 Mon. – Fri. 8 am – 5pm	195 Mattie M Kelly Boulevard Destin, FL 32541	
Elder Services Of Okaloosa County United Way	Rent, Utilities, Prescriptions, Medical supplies, Assisted living facilities, Meals on Wheels, Retired Senior Volunteer Program (RSVP)	Fort Walton Beach 850-833-9165 Crestview 850-689-7807 www.elder-services.org	207 Hospital Dr. NE Fort Walton Beach, FL 32548 198 S. Wilson St. Crestview, FL 32536	
Westwood Retirement Resort	Offers senior apartment community; skilled nursing facility; short term rehabilitation; outpatient physical, occupational, and speech therapy	Westwood Retirement 850-863-5174 Westwood Health Care Center 850-863-5174 Westwood Health Services 850-863-1170 Crystal Bay Senior Living 850-267-1600	1001 Mar Walt Dr. Fort Walton Beach, FL 32547	

#### Assisted Living/Nursing Home Care (cont.)

### Automobile Assistance

Agency	Service	Contact	Location
Sharing and Caring of	Provide food and vouchers	Niceville	104 Bullock Blvd
Okaloosa County	for medicine, transportation, utilities, rent, auto repairs and	850-678-8459	Niceville, FL 32578
	lavettes		
United Way			

Agency	Service	Contact	Location
Boys & Girls Clubs of the Emerald Coast	\$25.00 registration fee and membership application. Social, recreational, and educational programs: basketball court, computers, tutoring, game room, tournaments, etc. Offers an alternative for boys and girls ages 6 to 17 after school.	Okaloosa County           Admin           850- 862-1616           Elementary Aged           850-862-1332           Middle/High School           850-862-1888           Fax 850- 862-7753           www.bgcec.com           Walton County           Santa Rosa Beach           850- 622-0602           DeFuniak Springs           850-892-3752           Mon. – Fri.           9 am – 5 pm	923 Denton Blvd Fort Walton Beach, FL 32547 427 Greenway Trail Santa Rosa Beach, FL 32459
Eleanor Johnson Youth Center United Way	Provides alternative activities for at- risk youth. Adult education, computer skills, sports, assistance with homework, and arts / crafts. Fees: \$20 per year	850- 244-5991 Mon. – Fri. 10 am- 6 pm Summer hours Mon. – Fri. 10 am – 5 pm	27 Robinwood Dr. SW Fort Walton Beach, FL 32548
YMCA of Florida's Emerald Coast, Inc. United Way	Playground, pool, basketball, fitness, showers, etc.	850-314-9622	13 SW Memorial Pkway Suite 211 Fort Walton Beach, FL 32547

### **Before and After School Programs**

Fort Walton Beach 850-244-8191 www.fwbchamber.org Crestview 850-682-3212 Destin 850-837-6241 Niceville 850-678-2323 Walton County DeFuniak Springs 850-892-3191 Santa Rosa Beach 850-267-0683 850-362-6467 Fax 850-683-7378	34 Miracle Strip Pkwy, Fort Walton Beach, FL 325481447 Commerce Dr Crestview, FL 3253694484 Legendary Dr #A, Destin FL 325411055 E. John C. Sims Pkwy. Niceville, FL 3257895 Circle Drive DeFuniak Springs, FL 3243563 South Centre Trail Santa Rosa Beach, FL 324591170 Martin Luther King, Jr
Destin 850-837-6241 Niceville 850-678-2323 Walton County DeFuniak Springs 850-892-3191 Santa Rosa Beach 850- 267-0683 850-362-6467	Crestview, FL 325369 4484 Legendary Dr #A, Destin FL 32541 1055 E. John C. Sims Pkwy. Niceville, FL 32578 95 Circle Drive DeFuniak Springs, FL 32435 63 South Centre Trail Santa Rosa Beach, FL 32459
<b>Walton County</b> <b>DeFuniak Springs</b> 850-892-3191 <b>Santa Rosa Beach</b> 850- 267-0683 850-362-6467	Destin FL 32541 1055 E. John C. Sims Pkwy. Niceville, FL 32578 95 Circle Drive DeFuniak Springs, FL 32435 63 South Centre Trail Santa Rosa Beach, FL 32459
<b>DeFuniak Springs</b> 850-892-3191 <b>Santa Rosa Beach</b> 850- 267-0683 850-362-6467	Niceville, FL 32578 95 Circle Drive DeFuniak Springs, FL 32435 63 South Centre Trail Santa Rosa Beach, FL 32459
850-362-6467	DeFuniak Springs, FL 32435 63 South Centre Trail Santa Rosa Beach, FL 32459
	Santa Rosa Beach, FL 32459
	1170 Martin Luther King, Jr
www.florida-edc.org	Blvd Suite 717 P.O. Box 4097 Fort Walton Beach, FL 32549
1-800-827-5722 1-800-659-2955 Local District Office	7825 Baymeadows Way, Suite 100B Jacksonville, FL 32256
Jacksonville, FL 904-443-1900	
850- 595-0063	401 E. Chase St. Ste. 100 Pensacola, FL 32502
850-833-9400 www.sbdc.uwf.edu/	922 Mar Walt Drive Suite 203 Ft.Walton Beach, FL 32547
	1-800-659-2955 <b>Local District Office</b> Jacksonville, FL 904-443-1900 850- 595-0063 850-833-9400

### **Business Development/Assistance**

#### **Child Care**

Agency	Service	Contact	Location
Child-Care Subsidy Hotline	When daycare costs are too	800-424-2246	
(Child Care Aware)	high, there is help. The		
	National Association of	www.childcareaware.org	
	Child Care Resources will		
	help caller find payment		
	assistance programs.		

# Child Care (cont.)

Agency	Service	Contact	Location
Early Learning Coalition of Okaloosa and Walton Counties	Financial assistance for child care for qualifying families	Fort Walton Beach 850- 833-3627 DeFuniak Springs 850-951-0588	2018 Lewis Turner Blvd. Suite C Fort Walton Beach, FL 32547
		www.elc-okaloosawalton.org	171 N. Ninth St. DeFuniak Springs, FL 32422
Emerald Coast Children's Advocacy Center, Inc.	Provides a child-friendly facility where professionals work together to protect and	850-833-9237 www.eccac.org	401 McEwen Street Niceville, FL 32578
United Way	treat child abuse victims and their families while holding offenders accountable.		PO Box 1237
Northwest Florida Comprehensive Services for Children	Provides a variety of services to prevent abuse/neglect of children such as Family Resource Program, Infant Learning Project, Home Visitor High Risk Newborn Intervention Program,	850-833-3948 www.nwflcomp.org	340 Beal Pkwy NW Fort Walton Beach, FL 32548
Okaloosa County Comprehensive Head Start	Child Development Birth – 5 yrs.	850-651-0645	60 Second St. Suite 401, Shalimar, FL 32579
Okaloosa-Walton Child Care Services, Inc.	Eligibility: Services available to qualifying families. Languages: English; limited Spanish. A non-profit resource and referral agency that addresses the needs of parents, child care providers, employers, and the community. Assists with	Fort Walton Beach Main Office 850-833-9330 Crestview (DCF) 850-682-1234 850-689-7885 DeFuniak Springs	<ul> <li>107 Tupelo Avenue Fort Walton Beach, FL</li> <li>32548</li> <li>Education Center</li> <li>99 Eglin Parkway, Suite 14</li> <li>Fort Walton Beach, FL</li> <li>32548</li> </ul>
	child care for low-income families and families in the WAGES, Transitional Child Care, and Protective Services Programs. Operates Kid Line, a toy-lending Library, and the Caring for Kids resource van.	850-892-8560 <b>Kid Line</b> (child care resource and referral information line) 850-833-9333 800-226-4969 <b>Education Center</b> 850-833-9336 7:30am – 5:00pm. www.owccs.org	

# Child Care (cont.)

Agency	Service	Contact	Location
Tri-County Community	Low-Income Home Energy	Main Office	Canning Center
Council, Inc Walton	Assistance Program	850- 547-3689	1588 U.S. Hwy. 331 S.
County	(LIHEAP) Utilities assistance	Mon Fri.	DeFuniak Springs, FL 32435
	for electric and gas bills. Will	8 am – 4:30pm	
United	assist with deposits, will not	Tri-County Community	Walton County Head Start
Way S	assist if client has an existing	<b>Council - Canning Center</b>	268 S Davis Lane
	balance.	850- 892-3615	DeFuniak Springs, FL 32433
	Emergency shelter assistance	Mon Fri.	
	Transportation for local non-	8am - 4:30pm	Walton County
	emergency medical	Walton County Head Start	Transportation
	treatment, nutritional,	850-892-7635	1586 US Highway 331 S
	shopping, education, and	Mon Fri.	DeFuniak Springs, FL 32433
	recreation, employment	6 am – 5:30 pm	
	training and other daily needs	Walton County	302 N. Oklahoma Street
	for transportation	Transportation:	Bonifay, FL 32425
	disadvantaged. USDA food	850-892-2422	
		Mon. – Fri.	
		7am - 4:30 pm	

# **Clothing, Household Goods**

Agency	Service	Contact	Location
Calling All Angels	Bargain furniture, clothing, household items may be provided at reduced cost or free to those with referral.	850-314-7777	180 Richpien Rd. Fort Walton Beach, FL 32547
Caring and Sharing Of	Provides emergency food,	850-892-7656	1122 State Road 83
Walton County United Way	clothing, and financial assistance for Walton County residents	Fax 850-892-6625	DeFuniak Springs, FL 32433
Caring and Sharing Of South	Provides emergency food,	850-267-2866	112 Lynn Drive Nealley
Walton County	clothing, and financial assistance	Fax 850-267-1547	Business Village, Santa Rosa Beach, FL 32459
Catholic Charities of	Food, clothing, medicine	850-244-2825	11 First Street SE,
Northwest Florida	vouchers, disaster	Fax 850-664-9146	Fort Walton Beach, FL
United Way	counseling, adoption and related adoption services; pregnancy counseling	MonFri. 9am-5pm	32548

Agency	Service	Contact	Location
First United Methodist Church Of Niceville	Residents of Niceville and Valparaiso only. Emergency financial assistance for utilities. Bargain clothing and basic household necessities	850-678-4411Ext.163	214 Partin Dr. S Niceville, FL 32578
Greater Peace Missionary Baptist Church	Clothing, socks, shoes, baby items, non-perishable food	850-243-2024	102 4 <sup>th</sup> St. SE Fort Walton Beach, FL 32548
Gregg Chapel AME	Clothes, Internet	850-243-5925	34 Carson Dr. Fort Walton Beach, FL 32548
Harvest House, Inc.	Provides food or clothing for those in need; Destin residents only	850- 837-2277 <b>Fax</b> 850- 837-2444 Mon-Fri. 9:00 am - 4:30 pm Sat.8:30 am - 12 pm	P.O. Box 372 300 Mountain Dr. Destin, FL 32540
Junior League of the Emerald Coast	Target gift certificates for middle and high school students	850-862-2665	12 SE Miracle Strip Parkway Suite 201 Fort Walton Beach, FL 32548
Lighthouse of Faith Community Church, Inc.	Clothing, food, diapers, hygiene items for the needy in Okaloosa County Mon Fri. 6pm-9pm; Sat. 12pm- 3pm.	850-244-2003	755 Lovejoy Rd NW Fort Walton Beach, FL 32547
Okaloosa Coalition on the Homeless, Inc. Fresh Start Program	Provides Transitional Housing for working families, single women with children and single women for 6 months through a program of money & life management skills leading toward self-sufficiency.	850-243-5648 Fax 850-244-5717	8 Bobolink Dr, Fort Walton Beach, FL 32548
Salvation Army of Okaloosa County United Way	Utilities, rent, Food, Clothing vouchers for Thrift Store, Diapers, Toiletries, etc. 9a.m. – 4p.m.	850-243-4531 www.salvationarmyusa.org	425 Mary Esther Cut-off, Fort Walton Beach, FL
SOCKS (Save Our Cats and Kittens) Thrift Store	Thrift store with clothing assistance for fire victims or needy.	850-863-8999	498 Carmel Drive, Fort Walton Beach, FL 32548
Waterfront Rescue Mission	Temporary shelter, clothing, and food assistance, maintains a thrift shop	Fort Walton Beach 850-244-2726 850- 796-0700 Fax 850-244-5251 Crestview 850- 689-2700 Fax 850-689-3258 www.waterfrontmission.org	<ul><li>110 Hollywood Blvd SE</li><li>Fort Walton Beach, FL</li><li>32548</li><li>1975 S. Ferdon Blvd.</li><li>Crestview, FL</li></ul>

## Clothing, Household Goods (cont.)

#### **Consumer Services**

Agency	Service	Contact	Location
Better Business Council of	Fees: Voluntary \$5	850-664-2515	34 Miracle Strip Parkway,
the Emerald Coast	Contribution. Provides a	Chamber of Commerce	SE
	Consumer complaint registry,	850-244-8191	Fort Walton Beach, FL
	Consumer education,	Fax 850-244-1935	32548
	business Referral service,	Mon. – Fri.	
	consumer rights literature.	10 am – 12 pm &	
		2 pm – 4 pm	
Florida Local Advocacy	Serves as an independent	850-595-8216	160 Governmental Center
Council	third-party mechanism for	800-342-0825	Pensacola, FL 32501
	protecting the constitutional		
	rights of clients within		
	programs or facilities		
	operated, funded or		
	contracted by any state		
	agency that provides client		
	services		

### Counseling

Agency	Service	Contact	Location
Bridgeway Center, Inc.	Prescriptions, Life skills classes for all ages, mental health	Fort Walton Beach 850-833-7500 Crestview 850-689-7810	137 Hospital Dr. NE Fort Walton Beach, FL 32548

Bridgeway Center, Inc	Crisis intervention for	Fort Walton Beach	137 Hospital Dr. NE,
24-Hour CRISIS HOTLINE	potential suicides, domestic	850-833-7500	Fort Walton Beach, FL
/ RAPE CRISIS CENTER	and sexual violence, abuse,		32548
	assault, neglect and other	Crestview	
	potentially lethal situations.	850-689-7845	
United (	In-person rape counseling,	www.bridgewaycenter.org	
Way S	advocacy and		
	accompaniment are provided.	24 Hour Crisis Hotline	225 Railroad Ave.
	Crime victim advocacy, life	Fort Walton Beach	Crestview, FL 32568
	skills classes for all ages,	850-244-9191	
	mental health services, crisis	Crestview	
	stabilization, substance abuse	850-682-0101 TDD/711	
	treatment and detox. Senior		
	Program in-home basic care,		
	nursing, transportation, case		
	management, etc.		
Catholic Charities of	Food, clothing, medicine	850-244-2825	11 First Street SE,
Northwest Florida	vouchers, disaster	Fax 850-664-9146	Fort Walton Beach, FL
United	counseling, adoption and	MonThur.	32548
Way 🕙	related adoption services;	8:30- 4:30 pm	
	pregnancy counseling	cathcharfwb@ptdiocese.org	

Children's Home Society of Florida Western Division	A licensed child placement agency which provides foster care, Adoptions, Developmental Services Support Coordination, Birth to Three Service Coordinator, and Intensive Crisis Counseling by referral from DCF and FFN	Okaloosa County 850-863-5877 Walton County 850-892-7056 www.CHSFL.org MonFri. 8:30am-5pm	262 N 9th St. Defuniak Springs, Fl 32433 176 Harris St. Fort Walton Beach, Fl 32547
COPE, Inc.	Mental health and substance abuse treatment services, including outpatient counseling, adult residential services, prevention education, psychiatric treatment, crisis counseling, case management, screening and referral, and wellness programming for all ages.	Main Office 850- 892-8035 24 hour HELP line for crisis situation 850- 892-4357 Santa Rosa Beach 850- 267-2220 Mental Rehab 850-892-8055 www.copecenter.org info@copecenter.org	3686 US Highway 331 S DeFuniak Springs, FL 32435
Covenant Hospice	Hospice services – Provides terminal care for people with life-limiting illnesses, their family and loved ones	850-438-9714 <b>Toll Free</b> 850-729-1800	101 Hart St. Niceville, FL 32579

Agency	Service	Contact	Location
Destin Counseling Center, (Emerald Coast Counseling Center)	Individual, couple, and family counseling (for family issues, grief, depression, anxiety, alcohol, and substance abuse, stress, ADHD, ADD, divorce, pain management, behavior modification.)	850- 837- 9100 Fax 850-837- 3774 Mon Fri. 8:30 am- 4:30 pm	215 Mountain Drive, #106 Destin, FL 32541
Emerald Coast Counseling Center	Individual, couple and family counseling for family issues, grief, depression, anxiety, alcohol and substance abuse, stress, ADHD, ADD, divorce, pain management, behavior modification	850- 837-9100 Fax 850- 837-3774	215 Mountain Dr. Ste. 106 Destin, FL32541
Gulf Coast Treatment Center	Provides behavioral healthcare for children and adolescents. Acute and residential treatments available.	850-863-4160 800-537-5433 Fax 850-863-8576	1015 Mar Walt Drive Fort Walton Beach, FL 32547
Hospice of the Emerald Coast	Hospice services—provides terminal care for people with life-limiting illnesses, their family and loved ones	850-689-0300 (Crestview) 850-474-7288 ( <b>Pensacola</b> )	131 E Redstone Ave. #110 Crestview, FL 32536
Judge Ben Gordon, Jr. Family Visitation Center - Shalimar Friends of the Family Visitation Center - DeFuniak Springs	Protects children and victims of domestic violence by providing a safe environment for custodial and non- custodial parents to comply with child visitation plans.	Okaloosa County 850-609-1850 Walton County 850-892-3915	1 Old Ferry Road, Shalimar, Fl 32579 312 College Ave DeFuniak Springs, FL
Lakeview Center, Inc. An Affiliate of Baptist Health Care	Mental health services; foster care program for developmentally disabled.	850- 609-1004 www.ebaptisthealthcare.org Mon Fri. 8 am – 5 pm	1 Eleventh Avenue, Building C Shalimar, FL 32579
Lifestyle Solutions Group, Inc. & Lifestyle Solutions for the Deaf & Hard of Hearing, Inc.	Provides counseling services, programs for the deaf and hard of hearing, education services, spiritual guidance, support for people with few or no resources, ASL classes, and 12 step meetings.	850-939-0250 <b>Fax</b> 850-939-1625 <u>www.LSGNavarre.org</u> MonFri. 8:30 am – 5 pm (some evening hours available) <b>Languages</b> English & American Sign Language	1942 Highway 87 S Navarre, FL 32566

### **Counseling** (cont.)

# **Counseling** (cont.)

Agency	Service	Contact	Location
Lutheran Services of Northwest Florida	Counseling, Runaway Shelter, Lutheran Services offers prevention and outreach services for youth and families. Provides crisis intervention/conflict resolution, family counseling, and temporary shelter for youth and more.	Counseling Office           850-664-0145           HOPE House Runaway           Shelter           850-682-2374 (24 hrs)           Fax 850-682-8495           MonFri.           8am-5pm           Teen Court           850-609-1133	Counseling Office 51-B Yacht Club Drive Fort Walton Beach, FL 32548 HOPE House Runaway Shelter 5172 Eastland Avenue Crestview, FL 32539 Teen Court 1270 N. Eglin Parkway, Ste.
Mental Health Association of Okaloosa and Walton Counties	Financial assistance for psychiatric medicine and treatment referrals, support groups, peer specialist services, Family to Family classes, Mental Health Education.	850-244-1040 Fax 850-244-2573 www.mhaow.org	C Shalimar FL 32579 571 Mooney Rd. NE Fort Walton Beach, FL 32547
Project Hope	Crisis Counselors	850-376-0825 <b>Main office</b> 850-438-9879 <b>Hotline</b> 866-518-1825	840 W Lakeview Pensacola, FL 32501
Shelter House of Northwest Florida	Domestic violence emergency shelter	Fort Walton Beach 850-243-1201 Hot Line 850-863-4777 Crestview 850-683-0845 State Abuse Hotline 800-442-2873 www.shelterhousenwfl.org	102 Buck Dr Fort Walton Beach, FL 32549 PO Box 220
Trauma Intervention Program (TIP)	Emotional and practical support to victims of trauma	850-934-6654 <u>TraumaIntervention@yahoo.</u> <u>com</u>	

# Dental

Agency	Service	Contact	Location
Okaloosa County Health	Immunization Clinic, Family	Fort Walton Beach	Fort Walton Beach
Department	Planning Clinic, Well Baby	850-833-9240	221 Hospital Dr. NE, Fort
_	Clinic, Pediatric Medicaid	Fax 850-833-9242	Walton Beach, FL 32548
	Screening, Adolescent	For Appt.	
	Screening, Maternity Clinic,	850-833-9246.	Crestview
	Nutrition Services, Women-		810 E. James Lee Blvd.,
	Infant-Children (WIC)	Crestview	Crestview, FL 32539
	Program, Sexually	850-689-7855	
	Transmitted Disease Clinic,	Fax 850-689-7872	
	AIDS Testing, Rheumatic	www.co.okaloosa.fl.us/health	
	Fever Program, Tuberculosis	<u>.html</u>	
	Program, School		
	Physicals/School Health,		
	Health Education Programs,		
	Environmental Services,		
	Vital Statistics. Dental clinic		
	Crestview for children age 4-		
	18 on Medicaid or Reduced		
	Lunch Program with school		
	nurse referral		
Sacred Heart Children's	Sacred Heart Children's	850-494-7150	8390 N. Palafox St.
Hospital Pediatric Dental	Hospital Pediatric Dental	Fax 850- 494-7151	Cantonment, FL 32534
Clinic	Clinic offers preventive,		
	restorative and outpatient	www.sacred-heart.org	
	surgical dental treatment for		
	low-income and special-		
	needs children birth to age 16		

# **Developmentally Disabled Services**

Agency	Service	Contact	Location
Advocacy Center for Persons with Disabilities (Disability Rights Florida)	The Governor-designated program designed to advocate and protect persons with disabilities. Obtain needed services, support and protection through disability rights policy.	800-342-0823 850-488-9071 Fax 850- 488-8640	2728 Centerview Drive, Suite 102 Tallahassee, FL 32301
Agency for Persons with Disabilities (APD)	Ensure the well being and to maximize self-sufficiency through programs. One must qualify to receive services	800-452-3895 850-595-8351 apd.myflorida.com	160 Government Center, Room 412 Pensacola, FL 32502
Autism Society of the Panhandle	Local support group to provide education and awareness about Autism	850-450-0656 www.autismpensacola.org	P.O. Box 30213 Pensacola, FL 32503
Center for Autism and Related Disabilities Florida State University Direct and Technical Assistance	Community or school site visits, attending meetings, research and resource dissemination	850-416-4495 destefa@mailer.fsu.edu	Seton Medical Office Park 5190 Bayou Blvd. Bldg 2 Pensacola, Fl. 32503
Child Find, Inc. (FDLRS)	Provides Pre-Kindergarten disability intervention services	888-445-9662 850-469-5423 www.fdlrswestgate.org	J. E. Hall Educational Center 30 East Texar Drive, Pensacola, FL 32503

Department of Childron and Families Intuke for Clients with Developmental Delays       Administers programs and services for clients with developmental delays       850-833-3723       340 Real Pkvy, NW For Walton Beach, FL 32548         Developmental Center Fort Walton Beach       Programs for severely or profoundly developmental disabilities.       850-862-0108       1045 Mar Walt Dr Fort Walton Beach, FL 32548         Family Care Council       Advocate for individuals with developmental disabilities.       850-434-0400       P. O. Box 17391         Family Care Council       Advocate for individuals with developmental disabilities.       850-862-0108       1045 Mar Walt Dr. Fort Walton Beach, FL 32548         Fort Walton Beach       Residential housing program for severe and profound developmental disabilities.       850-862-0108       1045 Mar Walt Dr. Fort Walton Beach, FL 32547         Goodwill Easter Seals of the Guif Coast       Provides vocational services and employment to those with a disabilities       Fort Walton Beach for sover and profound developmentally challenged individuals.       Stata Rosa Reach 850-862-0108       913 Beal Pkwy NW #11 Ft. Walton Beach, FL 32547         Horizons of Okaloosa County, Inc.       Programs for developmentally disabilities       Stata Rosa Reach 850-861-300       123 Tructon Avenue Fort Walton Beach, FL 32459         Horizons of Okaloosa County, Inc.       Provides calcuation transitioning services for students with disabilities       Fort Walton Beach 850-863-7500 x211       123 Tructon Avenue Fort Walton Beach, FL 32459	Agency	Sabled Services (cont	•) Contact	Location
Families Intake for Clients         services for clients with developmental delays         Fax 850-833-3723         Fort Walton Beach, FL 32548           Developmental Center Fort Walton Beach         Programs for severely or profoundly developmentally disturbed clizens, occupational therapy, psychological, speech and specialized eare.         850-862-0108         1045 Mar Walt Dr Fort Walton Beach, FL 32548           Family Care Council         Advocat for individuals with developmental disabilities. Provide outreach, information sharing, and recommedations for services to improve life for individuals with developmental desabilities.         850-862-0108         P. O. Box 17391           Fort Walton Beach Developmental Center         Residential housing program for services to improve life for individuals with developmental disabilities.         850-862-0108         1045 Mar Walt Dr. Fort Walton Beach, FL 32547           Goodwill Easter Scals of the Gulf Coast         Provides vocational services with a disability or other disadvantage, which hinders         Sto. 864-6677         Fax 850-302-0493         143 John Sime Pkwy Valparaiso, FL 32547           Horizons of Okaloosa County, Inc.         Programs for developmental disabilities         Stant Rosa Beach, 850-2755         123 Truxton Avenue Fort Walton Beach 850-862-9224         123 Truxton Avenue Fort Walton Beach, FL 32459           Horizons of Okaloosa County, Inc.         Provides education transitioning services for students with disabilities         Stant Rosa Beach, 850-862-9224         123 Truxton Avenue Fort Walton Beach, FL 32547           Ho				
With Developmental Delays         developmental delays         12548           Developmental Center Fort         Programs for developmentally disturbed citizens, occupational inferapy, psychological, speech and specialized care.         850-862-0108         1045 Mar Walt Dr Fort Walton Beach, FL 32548           Family Care Council         Advocate for individuals with disabilities.         850-862-0108         P. O. Box 17391           Family Care Council         Advocate for individuals with developmental disabilities.         850-862-0108         P. O. Box 17391           Fort Walton Beach         Residential housing program for individuals with developmental disabilities.         850-862-0108         1045 Mar Walt Dr. Fort Walton Beach, FL 32522           Fort Walton Beach         Residential housing program for individuals.         850-862-0108         1045 Mar Walt Dr. Fort Walton Beach, FL 32547           Fort Walton Beach         Residential housing program for severe and profound developmentally challenged individuals.         Fort Walton Beach, FL 32547         913 Beal Pkwy NW #II F: Walton Beach, Sto. 302-0493           Goadwill Easter Seals of the Gaut Coast         Provides vocational services and employment and provides a literacy program for dividuals.         Sto. 861-6071         Fax 850. 302-0493           Horizons of Okaloosa         Programs for developmentally disableit, provides day care, VPK, Eardy Intervention, transportation, education, work training, and residential care.         Sto. 863-7500 x211         123 Tructon Avenue for				
Developmental Center Fort Walton BeachPrograms for severely or profoundly developmentally disturbed citizens, occupational therapy, psychological, speech and specialized care.S50- 862-01081045 Mart Walt Dr Fort Walton Beach, FL 32548Family Care CouncilAdvocate for individuals with developmental disabilities. Provide outreach, information sharing, and recommendations for services to improve life for individuals with developmental disabilities.850-862-0108P. O. Box 17391 Pensacola, FL 32522Fort Walton Beach Residential housing program for services to improve life for individuals with developmental disabilities.850-862-01081045 Mar Walt Dr. Fort Walton Beach, FL 32547Fort Walton Beach Goudwill Easter Seals of the Gulf CoastProvides vocational services and employment to those with a disability or other disadvantage, which finder obtaining employment and provides a literacy program for succes aliteracy program findividuals with disabilities.Fort Walton Beach 850-861-6677 Fax 850-302-0493913 Beal Pkwy NW #H Pt. Walton Beach, FL 32547Horizons of Okaloosa County, Inc.Programs for developmentally disabled; provides a literacy program individuals with disabilities.Fort Walton Beach 850-867-9555Fax 850-862-4189Horizons of Okaloosa County, Inc.Programs for developmentally disabled; provides day care, VPK, Early Intervention, transportation, education, work training, and residential students with disabilities.Sto-683-7300 x211123 Truxton Avenue Fort Walton Beach, FL 32547Interagencey Council for Transitioning services for students with disabilities. <td>With Developmental Delays</td> <td>developmental delays</td> <td></td> <td>-</td>	With Developmental Delays	developmental delays		-
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Care developmentally disabled. Mon Fri. Shalimar, FL 32579				
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### **Developmentally Disabled Services (cont.)**

## **Developmentally Disabled Services (cont.)**

Agency	Service	Contact	Location
Pyramid, Inc.	Provides adults with disabilities the entertainment in arts and day programs that build self-confidence and self-esteem.	850-862-7139 www.pyramidinc.org	432 Green Acres Road Fort Walton Beach, FL 32547
Silver Sands School	School to educate children w/special needs: mentally impaired, physically impaired, and children with disabilities	850-833-3364	349 Holmes Blvd. Fort Walton Beach, FL 32548
United Cerebral Palsy of Northwest Florida	Assists individuals with cerebral palsy and other developmental disabilities;	850-863-9833 850-432-1596 www.ucpnwfl.org	16 Ferry Road Fort Walton Beach, FL 32548
Way Way	info and referrals; family support services; orthopedic evaluations.		2912 North E Street Pensacola, FL 32501-1324
Walton County Association for Retarded Citizens, Inc	Provides home- and community-based services and supports for developmentally disabled FL	850-892-5013 Fax 850-892-7895 www.arcwaltoncounty.org	1408-A State Highway 83 DeFuniak Springs, FL 32435 PO Box 813
United Way	residents. Adult day training (including off-site work crews), community inclusion activities, companion services, respite, personal care and long-term residential care.	MonFri. 7:30 am-2:30 pm	FU BUX 815

#### **Disaster Assistance**

Agency	Service	Contact	Location
FEMA	Disaster recovery assistance,	1-800-621-FEMA (3362)	
	rental assistance, financial	www.fema.gov	
	assistance		
Florida Division of		www.floridadisaster.org	
Emergency Management			
United Way of Escambia	Community-wide strategic	850-434-3157	1301 W. Government St.
County	planning partnership working		Pensacola, FL 32502
	toward overall community	First Call For Help	
	physical, mental, economic,	850- 595-5905	
United	environmental and social		
Way 🕓	health. The five goal areas	www.unitedwayescambia.org	
	include: Education,		
	Environment, Health,		
	Housing and Poverty.		
United Way of Okaloosa-	Umbrella for collection and	850-243-0315	112 Tupelo Ave. SE,
Walton Counties	distribution of funds to a	Fax 850-243-6625	Fort Walton Beach, FL 32548
	variety of health and human		
United	service agencies.	First Call for Help	
Way S	-	850-243-9111	
		www.united-way.org	

Agency	Service	Contact	Location
United Way of Northwest	To help people in our area	850-785-7521	518 Mulberry Avenue
Florida	become more healthy, self-	Fax 850- 784-2569	Panama City, FL 32401
	sufficient, and to be able to		
	help themselves and each	First Call for Help	
United	other. Changing lives,	850-215-6611	
Way S	shaping communities,		
	investing in resultsit's what	www.unitedwaynwfl.org	
	matters.		
	Serving Bay, Calhoun, Gulf,		
	Holmes, Jackson, and		
	Washington Counties		
United Way of Santa Rosa	Non-profit organization	850- 623-4507	6479-A Caroline Street
County	assesses and responds to community needs	<b>Fax</b> 850- 626-9584	Milton, FL 32570
United (		First Call for Help	
Way S		850-983-7200	
		unitedwaysrc.org/	
Volunteer Organizations	Brings together voluntary	850-243-0315	112 Tupelo Ave.
Active in Disasters (VOAD)	organizations active in		Fort Walton Beach, FL 32548
	disaster services to foster		
	more effective response to		
	the people of Okaloosa and		
	Walton Counties in times of		
	disaster.		

### **Disaster Assistance (cont.)**

#### **Domestic Violence**

Agency	Service	Contact	Location
Bridgeway Center, Inc 24-	Crisis intervention for	Fort Walton Beach	137 Hospital Dr. NE,
Hour CRISIS HOTLINE /	potential suicides, domestic	850-833-7500	Fort Walton Beach, FL
RAPE CRISIS CENTER	and sexual violence, abuse,		32548
	assault, neglect and other	Crestview	
	potentially lethal situations.	850-689-7845	
United	In-person rape counseling,	www.bridgewaycenter.org	225 Railroad Ave.
Way 🕓	advocacy and		Crestview, FL 32568
	accompaniment are provided.	24 Hour Crisis Hotline	
	Crime victim advocacy, life	Fort Walton Beach	
	skills classes for all ages,	850-244-9191	
	mental health services, crisis	Crestview	
	stabilization, substance abuse	850-682-0101 TDD/711	
	treatment and detox. Senior		
	Program in-home basic care,		
	nursing, transportation, case		
	management, etc.		

Agency	Service	Contact	Location
Emerald Coast Children's	Provides a child-friendly	850-833-9237	401 McEwen Street
Advocacy Center, Inc.	facility where professionals	www.eccac.org	Niceville, FL 32578
-	work together to protect and		
United	treat child abuse victims and		
Way S	their families while holding		
	offenders accountable.		
Florida Domestic Violence		800-500-1119	425 Office Plaza Dr.
Hotline			Tallahassee, FL 32301
(Florida Coalition Against		TTY Hotline	
Domestic Violence)		800- 621-4202	
		www.fcadv.org	
Judge Ben Gordon, Jr.	Protects children and victims	Okaloosa County	1 Old Ferry Rd,
Family Visitation Center -	of domestic violence by	850-609-1850	Shalimar, Fl 32579
Shalimar	providing a safe environment		~
	for custodial and non-	Walton County	312 College Ave
Friends of the Family	custodial parents to comply	850-892-3915	DeFuniak Springs, FL
Visitation Center - DeFuniak	with child visitation plans.		
Springs	······ ·······························		
United Way			
Shelter House of Northwest	Domestic violence	Fort Walton Beach	102 Buck Dr
Florida	emergency shelter	850-243-1201	Fort Walton Beach, FL
		Hot Line	32549
		850-863-4777	
United		Crestview	PO Box 220
Way S		850-683-0845	
		State Abuse Hotline	
		800-442-2873	
		www.shelterhousenwfl.org	
		info@shelterhousenwfl.org	

## **Domestic Violence (cont.)**

## **Driver's License**

Agency	Service	Contact	Location
Florida Department of Motor	Driver's License Tues-Fri	Fort Walton Beach	73 Eglin Pkwy Suite 111
Vehicles	7:30am-6pm	850-651-7300	Fort Walton Beach, FL
		Crestview	32547
		850-651-7300	
		DeFuniak Springs	302 N Wilson Blvd Suite 101
		850-892-8121	Crestview, FL32536
			571 US Highway 90 E
			DeFuniak Springs, FL 32435

## **Education Services**

Agency	Service	Contact	Location
Alzheimer's Family Services, Inc.	Qualified speakers are available to perform workshops & in-service training in educating professional and family caregivers on the topic of	<b>Toll Free</b> 1-866-478-7790 850- 478-7790 <b>Fax</b> 850- 477-9174 www.AlzFamServ.org	1901 N. Palafox St. Pensacola, FL 32501
Bridgeway Center, Inc. Community Court Education Services	Alzheimer's Disease. D.A.T.E. (Drug Alcohol Traffic Education), Basic Driver Improvement, Advanced Driving Techniques for 16-18 year olds, A+ Driving School, Advanced Driver Improvement, C.A.S.E. (Chemical Awareness, Screening, and Education), Financial Management	Fort Walton Beach 850-833-7474 Crestview 850-689-7938 www.bridgewaycenter.org	137 Hospital Dr. Fort Walton Beach, FL 32548
Crestview Vocational Technical Center	Offers students a 2nd chance at completing high school requirements, receiving a certificate and combining it with technical and vocational training.	850-689-5532	1250 N Ferdon Blvd Crestview, FL 32536
Deaf and Hard of Hearing Services of Northwest Florida	Provides mentoring, tutoring, interpreter services and technology equipments. Offers American Sign Language (ASL) classes to the community.	850-433-7128 www.dhhsnwfl.org info@dhhsnwfl.org	2600 W Fairfield Drive Pensacola, FL 32505
Early Learning Coalition of Okaloosa and Walton Counties	Financial assistance for child care for qualifying families	Fort Walton Beach 850-833-3627 DeFuniak Springs 850-951-0588 www.elc-okaloosawalton.org	2018 Lewis Turner Blvd. Ste. C Fort Walton Beach, FL 32547 171 N. Ninth St. DeFuniak Springs, FL 32422
Emerald Coast Marine Institute United Way	An alternative education, adventure based, behavior modification program serving at-risk teens and families in Okaloosa, Walton and Santa Rosa counties.	850-244-2711	207 SE 4th Street Fort Walton Beach, FL 32548
Emerald Coast Science Center	Science education by means of hands-on exploration through the operation of an interactive science museum.	850-664-1261 www.ecscience.org info@ecscience.org	139 Brooks Street Fort Walton Beach, FL 32548
Even Start/NWFSC (Adult Education)	Eligibility: Have a child under age 8; an adult who needs basic literacy skills/ESL; a teen parent.	850-729-6020	100 College Blvd. Niceville, FL 32578

Education Services		~	- ·
Agency	Service	Contact	Location
Families as Educators Program/NWFSC	GED instruction, child dev. and parenting education activities and job readiness course all provided in home. Eligibility: Must live in Okaloosa or Walton County and have children up to age 18.	850-729-6020	100 College Blvd. Niceville, FL 32578
Florida Diagnostic and Learning Resource System	Provides training and teaching resources to teachers and parents. Child Find Program Identification and evaluation of preschool aged children who may need services through Exceptional Student Education Program.	850- 469-5423 888-445-9662 <b>Fax</b> 850- 833-3288 <u>www.fdlrswestgate.org</u> Mon Fri. 7:30 am - 4 pm	30 E Texar Dr, Pensacola, Fl 32503
Florida Inclusion Network	Technical assistance unit that promotes inclusion of students with special needs into general education	850-863-6580	1170 Martin Luther King Bldg 4, Room 472 Fort Walton Beach, FL 32547
Goodwill Easter Seals of the Gulf Coast	Provides vocational services and employment to those with a disability or other disadvantage, which hinders obtaining employment and provides a literacy program	Fort Walton Beach           850- 864-6677           Fax 850- 302-0493           Valparaiso           850- 729-8690           Santa Rosa Beach           850- 267-0555           www.goodwill- easterseals.org	<ul> <li>913 Beal Pkwy NW # H</li> <li>Fort Walton Beach, FL</li> <li>32547</li> <li>143 John Sims Pkwy</li> <li>Valparaiso, FL 32580</li> <li>3906 U.S. Hwy. 98 W.</li> <li>Santa Rosa Beach, FL 32459</li> </ul>
		Mon. – Fri. 8 am - 4:30 pm	
Learn to Read of Northwest FL, Inc.	Training for volunteer tutors in Okaloosa and Walton County can be referred to One Stop Literacy	850- 432- 4347 Fax 850- 432- 7372	1720 W. Fairfield Dr Suite 315 Pensacola, FL 32505
Northwest Florida Comprehensive Services for Children	Provides a variety of services to prevent abuse/neglect of children such as Family Resource Program, Infant Learning Project, Home Visitor High Risk Newborn Intervention Program	850-833-3948 www.nwflcomp.org	340 Beal Pkwy NW Fort Walton Beach, FL 32548

## **Education Services (cont.)**

Agency	Service	Contact	Location
Northwest Florida State College	Classes offered day and evenings in the two county area at no cost for non- high school graduates	Niceville Campus 850- 678-5111 Walton County 850- 892-8190 North Okaloosa County	Niceville Campus 100 College Boulevard E, Niceville, FL 32578
		850- 689-7911 Adult General Education Department Niceville 850- 729-5387 DeFuniak Springs 850- 892-8100 Adult Literacy Center 850- 678-5111 ext 232 850- 892-8100	Walton County Chautauqua Center 908 W. Hwy 90 DeFuniak Springs, FL 32433 Positive Retirement Through Imaginative Education (PRIME) Learning Resource Center Bldg. E Niceville, FL 32578
		Displaced Homemaker Niceville Campus 850- 729-5290 Fort Walton Beach 850- 682-5272 Crestview 850- 892-2174	
		PRIME 850- 729-6084 Walton County Chautauqua Center 850- 892-8100	
		Mon Thur. 8 am - 7 pm; Fri. 8 am - 4:30 pm <u>www.nwfsc.edu</u>	
Okaloosa Applied Technology Center	Assists adult and high school students in attaining a high level of technical/vocational proficiency for employment or advancement in specific occupations. Fees: \$698.00 semester hour for adults	850- 833-3500 www.okaloosa.k12.fl.us/oatc	1976 Lewis Turner Blvd. Fort Walton Beach, FL 32548
Southwide Baptist Church – Deaf Ministries	Southwide has an active Deaf ministry. Signing is available for most services. Sign language classes are on Wed. at 5:30pm.	850-892-3835 http://www.southwide.org/	1307 Hwy 278 DeFuniak Springs, FL 32433

## **Education Services (cont.)**

## Education Services (cont.)

Agency	Service	Contact	Location
Step Up For Students	Scholarships for low-income families with children K-12 who want to attend a <u>private</u> school Families who qualify may receive more than \$4,000 for private school tuition or \$500 to help cover transportation to a public school in another county. Parents apply online at: <u>www.StepUpForStudents.org</u>	Scholarship Hotline: 877-735-7837 Mon.–Fri .8:30AM – 7PM Email: <u>info@stepupforstudents.org</u> Web site: <u>www.StepUpForStudents.org</u>	
University of West Florida	University of West Florida offers undergraduate and graduate degree programs. Online classes available.	Pensacola 850- 474-2000 Fort Walton Beach 850- 863-6565 www.uwf.edu	11000 University Pkwy Pensacola, Florida 32514 1170 Martin Luther King Jr. Boulevard Fort Walton Beach, FL 32547
Vocational Rehabilitation (state program)	Employable aged persons living in the state of Florida who have physical or mental disability, which is a substantial impediment to employment and has reasonable expectation that Vocational Rehabilitation services will render the individual capable of returning to gainful employment.	850- 833-9114 850-833-9278 <u>www.rehabworks.org</u> Mon Fri. 8am - 5pm	105-B Lewis Street Fort Walton Beach, FL 32547-3142
Walton County Schools	Walton County School Administrative and operations services	850-892-1100 <b>Fax</b> 850-892-1198 <b>Exceptional Student Ed.</b> 850-892-1161 <b>Even Start Program</b> (For description, refer to Even Start) 850- 892- 8246 <b>School Health Program</b> 850-835-4444 850- 892-1100 x 3241 www.walton.k12.fl.us	145 Park Street., Suite 3 DeFuniak Springs, FL 32435
Walton County Vocational Technical School	Eligibility: 16 years of age and older for high school programs ;18 years of age and older for adult programs	850-892-1240 850-892-8241 Mon- Fri. 8 am - 4 pm	761 N. 20th Street DeFuniak Springs, FL 32433
Walton Education Foundation United Way	Makes awards, grants and contributions to students, teachers, and schools. Assists in providing scholarships for students in theTake Stock in Children Program.	850-892-1100 x 1503	145 Park Street, Suite 5 DeFuniak Springs, FL 32433

# **Emergency Assistance**

Agency	Service	Contact	Location
Catholic Charities of	Food, clothing, medicine	850-244-2825	11 First Street SE,
Northwest Florida	vouchers, disaster	Fax 850-664-9146	Fort Walton Beach, FL
United 🔊	counseling, adoption and	Mon-Thurs	32548
Way 🕓	related adoption services;	8:30-4:30	
	pregnancy counseling	www.catholiccharitiesnwfl.or	
		g	
Fearfully and Wonderfully	Spiritual mentoring, Family	850-581- 3033	2820 Carver Avenue
Made Ministries, Inc.	Safety Planning, financial/	850- 689- 5100	Crestview, FL32539
	budgeting instruction, career	Mon. – Fri.	
	preparation, health	9am – 4 pm	
	information, Self- Defense	Or by appointment	
	Courses, food/ clothing		
	assistance, and emergency		
	assistance.		
S4P Synergy, Inc. (Striving	Income eligible families	850-362-6977	24 Bass Avenue, SW
for Perfection Ministries)	(Food Stamps, HUD/ Public	Fax 850-833-3005	Fort Walton Beach, FL
	Housing, SSI, Medicaid)	Tues. – Fri.	32548
	Provides emergency	9:30 am – 5:30 pm	
United	benevolence program, life-		PO Box 1626
Way 🕓	enrichment projects,	Community Outreach	
	community revitalization,	Services	
	and economic development.	Tues. & Wed.	
		10 am- 12 noon	
	free hot lunch every		
	Thursday 11 a.m. to noon for		
	homeless and low-income,		
	first come, first served; meals		
	delivered to disabled and seniors		
Walton County Emergency	Citizen Information Lines	850-892-8392	365 Triple G Road
Information	24/7 during hurricane or	850-892-8394	DeFuniak Springs, FL 32435
	disaster		
West Florida Regional	Emergency septic tank repair	Hotline	4081 E. Olive Rd., Ste. A
Planning Council Emergency	and home repairs	800-226-8914	Pensacola, FL 32514
Home Repairs	_		
		850-332-7976	
		<b>Fax</b> 850- 637-1923	
		www.wfrpc.dst.fl.us	
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#### Employment

Agency	Service	Contact	Location
Day Labor Sites	Labor Finders; Labor Ready;	Fort Walton Beach	
	US Labor; Able Body Labor	850-243-2699	
		850-314-7499	
		850-301-2093	
		850-863-8455	
		850-796-2600	
		DeFuniak Springs	
		850-892-4405	
Economic Development	Provides assistance to local	850-362-6467	
Council of Okaloosa County	business for retention and	Fax 850-683-7378	
	expansion and with	www.florida-edc.org	
	recruitment of new target		
	industry businesses		
Goodwill Easter Seals of the	Provides vocational services	Fort Walton Beach	913 Beal Pkwy NW #H
Gulf Coast	and employment to those	850-864-6677	Fort Walton Beach, FL
	with a disability or other disadvantage, which hinders	Fax 850- 302-0493	32547
	obtaining employment and	Valparaiso	143 John Sims Pkwy
	provides a literacy program	850-729-8690	Valparaiso, FL 32580
	F		·
		Santa Rosa Beach	3906 U.S. Hwy. 98 W.
		850-267-0555	Santa Rosa Beach, FL 32459
		www.goodwill-	
		easterseals.org	
		Mon. – Fri.	
		8 am - 4:30 pm	
JobPlus One Stop	Provides employment	Fort Walton Beach	Fort Walton Beach
1	resources and information	850-833-7587	409 NE Racetrack Rd.
		Fax 850-833-3924	Fort Walton Beach, FL
			32547
		Crestview	
		850-689-7823	Crestview
		Fax 850-689-7825	212 N. Wilson St.
			Crestview, FL 32536
		DeFuniak Springs	
		850-892-8668	DeFuniak Springs
		Fax 850-951-9807	171 North 9th St.
			DeFuniak Springs, FL 32433
		www.jobsplusonestop.com	

Agency	Service	Contact	Location
Kelly Services	Employment Opportunities	850-664-7649	1500 Freedom Self Storage Rd # 4 Fort Walton Beach, FL 32547
US Dept. of Labor, Wage and Hour	Handles wage disputes under Federal minimum wage and overtime requirements; Family Medical Leave Act; enforcement of Federal Government Contracts; Employee Polygraph Protection Act; Child Labor; Migrant & Seasonal Workers Protection Act and others.	1-866-4US- WAGE www.dol.gov/whd	3 W Garden Street Suite 358 Pensacola, FL 32502
Vocational Rehabilitation (state program)	Employable aged persons living in the state of Florida who have physical or mental disability, which is a substantial impediment to employment and has reasonable expectation that Vocational Rehabilitation services will render the individual capable of returning to gainful employment.	850- 833-9114 850-833-9278 <u>www.rehabworks.org</u> Mon Fri. 8am - 5pm	105-B Lewis Street Fort Walton Beach, FL 32547

### **Employment** (cont.)

# Epilepsy

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Agency	Service	Contact	Location
Epilepsy Society of	Assists people affected by	Fort Walton Beach Office	913-H Beal Pkwy.
Northwest Florida	seizure disorders to achieve	(Serving Okaloosa-Walton	Fort Walton Beach, FL
	seizure control and to	Counties)	32547
	improve their quality of life	850-315-0000	
		Fax 850-862-0001	
		Pensacola Office	
		(Serving Escambia-Santa	
		Rosa Counties)	
		850-433-1395	
		<b>Fax</b> 850-484-5187	

Financial Assistance	Service	Contact	Location
Agency			
American Red Cross of Northwest Florida	Shelter, food, counseling, etc. Armed Forces emergency services	1-800-773-7620 900-HELP NOW Okaloosa County 850-426-1243 Walton County	4100 South Ferdon Blvd, Suite B-4 Crestview, FL 32536 222 N. Baylen St.
Way Way		850-396-8296 Escambia 850-432-7601 Eglin AFB 850-882-5848 Hurlburt Field 850-314-0316 Fax 850-314-0387 www.yourredcross.org	Pensacola, FL 32501
Caring and Sharing Of Walton County United Way	Provides emergency food, clothing, and financial assistance for Walton County residents.	850-892-7656 Fax 850-892-6625	1122 State Hwy 83 DeFuniak Springs, FL 32433
Caring and Sharing Of South Walton County	Provides emergency food, clothing, and financial assistance.	850-267-2866 Fax 850-267-1547	112 Lynn Drive Nealley Business Village Santa Rosa Beach, FL 32459
Central Baptist Church of Crestview	Temporary shelter when needed	850-682-5525	951 S. Ferdon Blvd., Crestview, FL 32536
Department of Children and Families Emergency Financial Assistance for Housing (EFAHP)	Emergency Financial Assistance for Housing-one time \$400 (serves families with children). Available once in a 12 month period. Call toll-free 1-877-891-6445 for information. Leave a message. Applications accepted by mail or fax. Applications online <u>www.def.state.fl.us</u>	877-891-6445 Fax 850- 921-2559 www.def.state.fl.us/	1317 Winewood Blvd Tallahassee, FL 32399-0700
Department of Children and Families	Medicaid and food stamps	Hotline           866-762-2237           Okaloosa County           Crestview           850-682-7600           Fort Walton Beach           850-833-3800           Fax 850- 833-3841           Walton County           850-892-8600           hwww.dcf.state.fl.us	Okaloosa County 299 S. Main St. Crestview, FL 32536 340 Beal Pkwy. NW Fort Walton Beach, FL 32548 Walton County 79 N. Davis Lane DeFuniak Springs, FL 32433

### **Financial Assistance**

## **Financial Assistance (cont.)**

Agency	Service	Contact	Location
Early Learning Coalition of Okaloosa and Walton Counties	Financial assistance for child care for qualifying families	Fort Walton Beach 850- 833-3627 DeFuniak Springs 850-951-0588 info@elc-okaloosawalton.org	2018 Lewis Turner Blvd. Suite C Fort Walton Beach, FL 32547 171 N. Ninth St. DeFuniak Springs, FL 32422
Elder Services Of Okaloosa County	Rent, Utilities, Prescriptions, Medical supplies, Assisted living facilities, Meals on Wheels, Retired Senior Volunteer Program (RSVP)	www.elc-okaloosawalton.org Fort Walton Beach 850-833-9165 Crestview 850-689-7807 www.elder-services.org	207Hospital Dr. NE Fort Walton Beach, FL 32548 198 S. Wilson St. Crestview, FL 32536
FEMA	Disaster recovery assistance, rental assistance, financial assistance	1-800-621-FEMA (3362) www.fema.gov	
First Baptist Church of Fort Walton Beach	We help with utilities, and gas vouchers. We only accept applications for assistance on Tues. & Thurs. each week between 11am-2pm. We do not have same day assistance.	850-243-3163 www.Fbcfwb.org pastor@fbcfwb.org	21 First St. SE Fort Walton Beach, FL 32548
First Baptist Church of Niceville – Benevolent Program & Pregnancy Center	Financial assistance for Niceville and Valparaiso residents only. Free pregnancy testing, counseling and education, adoption counseling. Donated baby items.	850- 678-4621 <b>Fax</b> 850- 678-5948 <u>www.fbcniceville.org</u> Mon. – Fri. 8:30 am – 4 pm <b>HOPE CENTER</b> 850- 729-7755 Thursday, 9 am – 5 pm	622 Bayshore Drive Niceville, FL 32578
First United Methodist Church Of Niceville	Residents of Niceville and Valparaiso only. Emergency financial assistance for utilities. Bargain clothing and basic household necessities	850-678-4411Ext.163	214 Partin Dr. S Niceville, FL 32578
Florida Federation of the National Active and Retired Federal Employees Assoc. (NARFE)	Grants up to \$500	www.narfefl.net wall-nan@prodigy.net	

F Inancial Assistance Agency	Service	Contact	Location
Hope Network	Part of the Okaloosa Walton	850-398-5383	644 N Ferdon Blvd
Hope Network	Homeless Continuum of	830-398-3383	Crestview, FL 32536
	Care/Opportunity, Inc.	www.hopenetwork.org	crestview, i E 52550
	organization.		
Lifeline Assistance Program	Provides up to \$13.50 credit	800-342-3552	Florida Public Service
& Link-Up Florida	on qualified residential	Fax 800-511-0809	Commission
-	customer's local monthly	www.FLORIDAPSC.com	2540 Shumard Oak
	phone bills. Link-Up FL		Boulevard
	provides up to 50 percent		Tallahassee, FL 32399
	reduction in the telephone		
	hook- up charge, to a		
	minimum of \$30.00.		
	Eligibility: Those receiving		
	Temporary Cash Assistance,		
	Food Stamps, Medicaid,		
	LIHEAP, SSI, Section 8 Housing Assistance, or		
	household income are no		
	more than 125 % of the		
	federal income.		
Opportunity, Inc. (Okaloosa	Emergency shelter,	Shelter	Shelter
Walton Homeless Continuum	Flu shot clinic each fall,	850-659-3190	305 Lovejoy Rd.
of Care)	prescription medications,		Fort Walton Beach, FL
	laundry program every	info@okaloosawaltonhomele	32548
	Sunday morning, and	<u>ss.org</u>	
	financial assistance.		
	hot breakfast Sunday	www.okaloosawaltonhomele	
	morning, to a hot lunch on	<u>ss.org</u>	
	Thursdays, Saturday and		
	Sundays, to brown bag meals on weekdays, to groceries		
S4P Synergy, Inc. (Striving	Income eligible families	850- 362-6977	24 Bass Avenue, SW
for Perfection Ministries)	(Food Stamps, HUD/ Public	<b>Fax</b> 850-833-3005	Fort Walton Beach, FL
	Housing, SSI, Medicaid)	Tues. – Fri.	32548
	Provides emergency	9:30 am – 5:30 pm	
United	benevolence program, life-		PO Box 1626
Way 🕓	enrichment projects,	Community Outreach	
	community revitalization,	Services	
	and economic development.	Tues. & Wed.	
		10 am- 12 noon	
	free hot lunch every		
	Thursday 11 a.m. to noon for homeless and low-income,		
	first come, first served; meals		
	delivered to disabled and		
	seniors		

### **Financial Assistance (cont.)**

Financial Assistance	· /	<b>G</b> ( ) (	<b>T</b> (*
Agency	Service	Contact	Location
Salvation Army of Okaloosa and Walton Counties United Way	Utilities, rent, Food, Clothing vouchers for Thrift Store, Diapers, Toiletries, etc. 9a.m. – 4p.m.	850-243-4531 www.salvationarmyusa.org	425 Mary Esther Cut-off, Fort Walton Beach, FL 32548
Sharing and Caring of Okaloosa County United Way	Provide food and vouchers for medicine, transportation, utilities, rent, auto repairs and layettes	Fort Walton Beach 850-244-0778 Crestview 850-682-1907 Niceville 850-678-8459	<ul> <li>126 Beal Pkwy SW</li> <li>Fort Walton Beach, FL</li> <li>32548</li> <li>298 Martin Luther King</li> <li>Drive Jr. Ave., Crestview</li> <li>104 Bullock Blvd</li> <li>Niceville, FL 32578</li> </ul>
Social Security Administration • Missing benefit payments	Process applications for original & duplicate social security numbers, Medicare program, Supplementary Security Income Program, Social Security Retirement, and Survivor & Disability Program.	866-331-2194 1-800-772-1213 MonFri. 8:30am – 3:00pm www.ssa.gov	111 B Racetrack Rd. Fort Walton Beach, FL 32548
Tri-County Community Council, Inc Walton County	Low-Income Home Energy Assistance Program (LIHEAP) Utilities assistance for electric and gas bills. Will assist with deposits, will not assist if client has an existing balance. Emergency shelter assistance Transportation for local non- emergency medical treatment, nutritional, shopping, education, and recreation, employment training and other daily needs for transportation disadvantaged. USDA food	Main Office           850-547-3689           Mon Fri.           8 am – 4:30pm           Tri-County Community           Council - Canning Center           850- 892-3615           Mon Fri.           8am - 4:30pm           Walton County Head Start           850- 892-7635           Mon Fri.           6 am - 5:30 pm           Walton County           Transportation           850- 892-2422           Mon Fri.           7am - 4:30 pm	Canning Center 1588 U.S. Hwy. 331 S. DeFuniak Springs, FL 32435 Walton County Head Start 268 S Davis Lane DeFuniak Springs, FL 32433 Walton County Transportation 1586 US Highway 331 S DeFuniak Springs, FL 32433 302 N. Oklahoma Street Bonifay, FL 32425

## **Financial Assistance (cont.)**

#### **Financial Assistance (cont.)**

Agency	Service	Contact	Location
WIC Nutrition Program (Department of Health) Okaloosa County	Nutrition for women and their children age 5 and under.	Hotline 800-342-3556 850-833-9254 www.myflorida.com	221 Hospital Dr. Fort Walton Beach, FL 32548

# Food

Agency	Service	Contact	Location
Caring and Sharing Of Walton County United Way	Provides emergency food, clothing, and financial assistance for Walton County residents.	850-892-7656 Fax 850-892-6625	1122 State Hwy 83 DeFuniak Springs, FL 32433
Caring and Sharing Of South Walton County	Provides emergency food, clothing, and financial assistance.	850-267-2866 Fax 850-267-1547	112 Lynn Drive Nealley Business Village Santa Rosa Beach, FL 32459
Catholic Charities of Northwest Florida	Food, clothing, medicine vouchers, disaster counseling, adoption and related adoption services; pregnancy counseling	850-244-2825 Fax 850-664-9146 MonThurs. 8:30am-4:30pm www.catholiccharitiesnwfl.or g cathcharfwb@ptdiocese.org	11 First Street SE, Fort Walton Beach, FL 32548
Cinco Baptist Church	Food Assistance	850-243-7656	26 Yacht Club Dr. NE Fort Walton Beach, FL 32548
Elder Services Of Okaloosa County United Way	Rent, Utilities, Prescriptions, Medical supplies, Assisted living facilities, Meals on Wheels, Retired Senior Volunteer Program (RSVP)	Fort Walton Beach 850-833-9165 Crestview 850-689-7807 www.elder-services.org	207 Hospital Dr. NE Fort Walton Beach, FL 32548 198 S. Wilson St. Crestview, FL 32536
First United Methodist Church of DeFuniak Springs	*New Entry – Contact to find out services that are offered	850-892-5332	88 Circle Drive DeFuniak Springs, FL 32435

# Food (cont.)

Agency	Service	Contact	Location
Greater Peace Missionary Baptist Church	Clothing, socks, shoes, baby items, non-perishable food	850-243-2024	102 SE Fourth St. Fort Walton Beach, FL
Baptist Church	nems, non-perisitable lood		Fort watton Beach, FL
Harvest House, Inc.	Provides food or clothing for those in need. Destin	850- 837-2277 Fax 850- 837-2444	P.O. Box 372 Destin, FL 32540
United Way	residents only	Mon-Fri. 9:00 am - 4:30 pm	300 Mountain Dr
Hope Network	Part of the Okaloosa Walton Homeless Continuum of Care/Opportunity, Inc. organization.	Sat.8:30 am - 1:00 pm 850-398-5382 www.hopenetwork.org	Destin, FL 32540 644 N Ferdon Blvd Crestview, FL 32536
Lighthouse of Faith Community Church, Inc.	Clothing, food, diapers, hygiene items for the needy in Okaloosa County. Mon Fri. 6pm-9pm;Sat.12pm 3pm.	850-244-2003	755 Lovejoy Rd NW Fort Walton Beach, FL 32548
Oakland Assembly of God	Food pantry one day per week for one hour	850-244-1222	117 Jonquil Ave. NW Fort Walton Beach, FL 32548
Okaloosa Coalition on the Homeless, Inc. Fresh Start Program	Provides Transitional Housing for working families, single women with children and single women for 6 months through a program of money & life management skills leading toward self-sufficiency.	850-243-5648 Fax 850-244-5717	8 Bobolink Dr Fort Walton Beach, FL 32548
Opportunity, Inc. (Okaloosa Walton Homeless Continuum of Care)	Food is provided at a variety of venues, Flu shot clinic each fall, prescription medications, laundry program every Sunday morning, and financial assistance. hot breakfast Sunday morning, to a hot lunch on Thursdays, Saturday and Sundays, to brown bag meals on weekdays, to groceries	Shelter 850- 659-3190 info@okaloosawaltonhomele ss.org www.okaloosawaltonhomele ss.org	Shelter 305 Lovejoy Rd. Fort Walton Beach, FL 32548

# Food (cont.)

Agency	Service	Contact	Location
S4P Synergy, Inc. (Striving for Perfection Ministries)	Income eligible families (Food Stamps, HUD/ Public Housing, SSI, Medicaid) Provides emergency benevolence program, life- enrichment projects, community revitalization, and economic development. free hot lunch every Thursday 11 a.m. to noon for homeless and low-income, first come, first served; meals delivered to disabled and seniors	850- 362-6977 Fax 850- 833-3005 Tues. – Fri. 9:30 am – 5:30 pm Community Outreach Services 850-362-6977	24 Bass Avenue, SW Fort Walton Beach, FL 32548 PO Box 1626
St. Vincent de Paul St. Rita Conference	Society of St. Vincent de Paul offers food assistance for residents of South Walton County only, services up to and including Freeport, FL.	888-229-6582	137 Moll Dr. Santa Rosa Beach, FL 32459
Salvation Army of Okaloosa County United Way	Utilities, rent, Food, Clothing vouchers for Thrift Store, Diapers, Toiletries, etc. 9a.m. – 4p.m.	850-243-4531 www.salvationarmyusa.org	425 Mary Esther Cut-off, Fort Walton Beach, FL 32548
Shalimar Baptist Church	Food to local families	850-651-3322	17 4th Ave Shalimar, FL 32579
Sharing and Caring of Okaloosa County United Way	Provide food and vouchers for medicine, transportation, utilities, rent, auto repairs and layettes	Fort Walton Beach 850-244-0778 Crestview 850-682-1907 Niceville 850-678-8459	<ul> <li>126 Beal Pkwy SW</li> <li>Fort Walton Beach, FL</li> <li>32548</li> <li>298 Martin Luther King</li> <li>Drive Jr. Ave.,</li> <li>Crestview, FL 32539</li> <li>104 Bullock Blvd</li> <li>Niceville, FL 32578</li> </ul>

# Food (cont.)

Agency	Service	Contact	Location
Tri-County Community	Low-Income Home Energy	Main Office	Canning Center
Council, Inc Walton	Assistance Program	850- 547-3689	1588 U.S. Hwy. 331 S.
County	(LIHEAP) Utilities assistance	Mon Fri.	DeFuniak Springs, FL 32435
	for electric and gas bills. Will	8 am – 4:30pm	
United	assist with deposits, will not		Walton County Head Start
Way 🕓	assist if client has an existing	<b>Tri-County Community</b>	268 S Davis Lane
	balance.	Council - Canning Center	DeFuniak Springs, FL 32433
	Emergency shelter assistance	850- 892-3615	
	Transportation for local non-	Mon Fri.	Walton County
	emergency medical	8am - 4:30pm	Transportation
	treatment, nutritional,		1586 US Highway 331 S
	shopping, education, and	Walton County Head Start	DeFuniak Springs, FL 32433
	recreation, employment	850-892-7635	
	training and other daily needs	Mon Fri.	302 N. Oklahoma Street
	for transportation	6 am – 5:30 pm	Bonifay, FL 32425
	disadvantaged. USDA food		
		Walton County	
		Transportation	
		850-892-2422	
		Mon Fri.	
		7am - 4:30 pm	
Waterfront Rescue Mission	Temporary shelter, clothing,	Fort Walton Beach	110 Hollywood Blvd SE
	and food assistance;	850- 796-0700	Fort Walton Beach, FL
	maintains a thrift shop	Fax 850-244-5251	
		Crestview	1975 S. Ferdon Blvd.
		850- 689-2700	Crestview, FL
		Fax 850-689-3258	
		www.waterfrontmission.org	

### **Foster Care**

Agency	Service	Contact	Location
Children's Home Society of	A licensed child placement	Okaloosa County	176 Harris St
Florida	agency which provides foster	850-863-5877	Fort Walton Beach, FL
	care, Adoptions,		32547
Western Division	Developmental Services	Walton County	
	Support Coordination, Birth	850-892-7056	262 N 9 <sup>th</sup> St
	to Three Service	www.CHSFL.org	DeFuniak Springs, FL 32433
United 🔊	Coordinator, and Intensive	MonFri.	
Way S	Crisis Counseling by referral	8:30am-5pm	
	from DCF and FFN		

## Foster Care (cont.)

Agency	Service	Contact	Location
Children in Crisis, Inc.	Emergency foster care shelter	850-864-4242	1000 Luke's Way
	and long term family foster	Fax 850-226-7875	Fort Walton Beach, FL
	home for abused, neglected	www.childrenincrisisfl.org	32547
United	and abandoned children of		
Way S	our community. Serving	kenhair@childrenincrisisfl.or	
	Okaloosa, Walton, Santa	g	
	Rosa and Escambia Counties		
Lakeview Center, Inc. An	Mental health services; foster	850-609-1004	1 Eleventh Avenue
Affiliate of Baptist Health	care program for	www.ebaptisthealthcare.org	Building C
Care	developmentally disabled.	Mon Fri.	Shalimar, FL 32579
		8 am – 5 pm	
		<u>^</u>	

# **Government Offices – Local**

Agency	Service	Contact	Location
Okaloosa County Offices	Information for local	Board of County	Crestview
-	residents and visitors	Commissioners	302 N Wilson St Suite 302
		850-651-7105	Crestview, FL 32536
		850-689-5030	
		850-651-5723	Fort Walton Beach 1804 Lewis Turner Blvd
		Dept. of Public Safety	Suite 100
		850-651-7150	Fort Walton Beach, FL
		Public Safety/EMS	32548
		850-651-7583 EM/EOC	52010
			Shalimar
		Clerk of Court	# 2 Cherokee Rd
		Crestview	Shalimar, FL 32579
		850-689-5000	www.co.okaloosa.fl.us
		Shalimar	<u>www.co.okaioosa.ii.us</u>
		850-651-7200	
		850-051-7200	
		<b>Small Claims Court</b> 850-651-7200 850689-5935	
		<b>Supervisor of Elections</b> 850-651-7272 850-689-5600	
		Sheriff's Office 850-651-7400 Fax 850-609-2086	
		Crestview	
		850-689-5650	
		Shalimar Annex	
		Toll Free	
		850-729-1400	
		850-651-7200	
		<b>Fax</b> 850-651-7551	
		Fax 030-031-7331	

Government Offices – Local (cont.)				
Agency	Service	Contact	Location	
Walton County Offices	Information for local	Sheriff's Office	Sheriff's Office	
	residents and visitors	DeFuniak Springs	722 Triple G. Road	
		850- 892- 8186	DeFuniak Springs, FL 32433	
		850- 892- 8111		
		Fax 850-892-8118	Animal Control	
			75 S Davis Lane	
		<b>Court Information Santa</b>	DeFuniak Springs, FL 32435	
		Rosa Beach office		
		850-267-2000	Emergency Operation	
			Center Driver's License	
		Animal Control	Bureau	
		DeFuniak Springs	571 US Hwy 90 E	
		850- 892- 8682	DeFuniak Springs, FL32435	
		<b>Emergency Operation</b>		
		<b>Center Driver's License</b>	Walton County Emergency	
		Bureau	Services	
		850- 892- 8121	75 South Davis	
			DeFuniak Springs, FL 32433	
		Walton County Emergency		
		Services		
		850- 892-8065		
		Fax 850-892-8069		

#### **Government Offices – Local (cont.)**

#### Half-way Houses

Agency	Service	Contact	Location
Harbor House Group	A structured living	850-473-9603	7801 N Hilburn Rd
Recovery Homes	environment for the long- term recovery of alcohol and	www.HarborHouseinc.org	Pensacola, Fl 32514
	drug abuse. Half-way house.		
JADA	JADA House provides food,	24 Hour Hotline	117 Windham Avenue SE
	shelter, and spiritual guidance	850-862-1174	Fort Walton Beach, FL
	to alcoholics, drug addicts		32548
	and homeless men and	Housing Office	
	women.	850-244-5357	
		Mon. – Sat	
		9 am – 11 pm	

## **Hearing Impaired**

Agency	Service	Contact	Location
Center for Deaf and Hard of Hearing	Provides a variety of services for the deaf, hard of hearing, and businesses and individuals linked to the deaf and hard of hearing. Services include: counseling, computer education, tax education, Social Security counseling, sign language classes, day and evening sign language interrupters.	850-939-0220	2292 Hwy 87 Navarre, FL 32566
Center for Independent Living of Northwest Florida Communication Services	Offers sign language interpreter referral, TTY/TDD machines available for local calls, internet access and web page information, peer and counseling email, copy print text to Braille, enlarge printed text.	Toll free 1-877-245-2457 850- 595-5566 Fax 850-595-5560 www.cilnwf.org	3600 N. Pace Blvd. Pensacola, FL 32505
Deaf and Hard of Hearing Services of Northwest Florida	Provides mentoring, tutoring, interpreter services and technology equipments. Offers American Sign Language (ASL) classes to the community.	850-433-7128 www.dhhsnwfl.org	2600 W. Fairfield Dr. Pensacola, FL 32501
Southwide Baptist Church – Deaf Ministries	Southwide has an active Deaf ministry. Signing is available for most services and sign language classes are held on Wed. at 5:30pm.	850-892-3835 http://www.southwide.org/	1307 Hwy 278 DeFuniak Springs, FL 32433

## Hospice

Agency	Service	Contact	Location
Covenant Hospice	Hospice services – Provides terminal care for people with life-limiting illnesses, their	850-438-9714 Toll Free	101 Hart St. Niceville, FL 32579
United Way	family and loved ones	866-729-1800	
Hospice of the Emerald Coast	Hospice services—provides terminal care for people with life-limiting illnesses, their family and loved ones	Crestview 850-689-0300 Pensacola 850-474-7288	131E Redstone Ave. #110 Crestview, FL

### Housing

Agency	Service	Contact	Location
American Red Cross of Northwest Florida	Shelter, food, counseling, etc. Armed Forces emergency services	1-800-773-7620 900-HELP NOW Okaloosa County 850-423-1243 Walton County 850-396-8296 Escambia 850-432-7601 Eglin AFB 850-882-5848 Hurlburt Field 850-314-0316 Fax 850-314-0387	4100 South Ferdon Blvd, Suite B-4 Crestview, FL 32536 222 N Baylen St, Pensacola, FL 32501
Catholic Charities of Northwest Florida United Way	Food, clothing, medicine vouchers, disaster counseling, adoption and related adoption services; pregnancy counseling	www.redcross.org 850-244-2825 Fax 850-664-9146 MonFri. 9am-5pm	11 First Street SE Fort Walton Beach, FL 32548
Department of Children and Families Emergency Financial Assistance for Housing (EFAHP)	Emergency Financial Assistance for Housing-one time \$400 (serves families with children). Available once in a 12 month period. Call toll-free 1-877-891-6445 for information. Leave a message. Applications accepted by mail or fax. Applications online <u>www.dcf.state.fl.us/homeless</u> <u>ness</u>	877-891-6445 Fax 850- 921-2559 www.dcf.state.fl.us/homeless ness	1317 Winewood Blvd Tallahassee, FL 32399-0700
FEMA	Disaster recovery assistance, rental assistance, financial assistance	1-800-621-FEMA (3362) www.fema.gov	
Fort Walton Beach (City of)	Section 8 Housing Assistance	850-833-9500	107 Miracle Strip Pkwy Fort Walton Beach, FL 32548
Fort Walton Beach Housing Authority	Subsidized housing	850-243-3224 ext. 218 850-243-3224 ext. 219 8am–12pm & 1pm - 4pm	27 Robinwood Dr SW Fort Walton Bch, FL 32548
Habitat for Humanity Okaloosa County United Way	Working in partnership with people in need to build decent, affordable housing through community support.	850- 315-0025 Fax 850- 315-0429 Mon Fri. 8 am - 5 pm www.habitatfwb.org	99 Eglin Pkwy NE Suite 11 Fort Walton Beach, FL 32548
Habitat for Humanity Walton County United Way	Working in partnership with people in need to build decent, affordable housing through community support.	850-835-0067 www.waltoncountyhabitat.or g	PO Box 506 Freeport, FL 32439

### Housing (cont.)

Agency	Service	Contact	Location
Housing Authority	Provides affordable low rental housing for income eligible families.	Public Housing – Fort Walton Beach 850- 243-3224	
		Section 8 Assistance Program 850- 244-5886	
		<b>Public Housing – Crestview</b> 850- 682-2413	
		<b>Public Housing- Niceville</b> 850- 678-7816	
		<b>Public Housing - DeFuniak</b> Springs 850- 892-2823	
		Mon Fri. 8am - 4:30pm	
HUD Subsidized Apartment Search	Online subsidized apartment search	http://www.hud.gov/renting/i ndex.cfm	
Okaloosa Coalition on the Homeless, Inc. Fresh Start Program	Provides Transitional Housing for working families, single women with children and single women for 6 months through a	850-243-5648 Fax 850-244-5717	8 Bobolink Dr, Fort Walton Beach, FL 32548
United Way	program of money & life management skills leading toward self-sufficiency.		
Okaloosa Community Development Corp.	Down payment or closing cost assistance, home repair/rehabilitation for income qualified.	Okaloosa County 850-863-1969 Fax 850-651-7722	204 Cloverdale Blvd, Fort Walton Beach, FL 32547
		<b>Walton County</b> 850-595-8910	
		www.florida- edc.org/is_holt.htm; Mon Fri.	
Okaloosa County Tourist Development Council	Visitors Welcome Center Weekdays: 8 am – 5 pm, Weekends: 10 am – 4 pm	8:30 am – 4:30 pm <b>Nationwide Toll Free</b> 1-800-322-3319	1540 Miracle Strip Parkway, SE Fort Walton Beach, FL
	Promotes tourism, beach cleaning, water testing, etc and operates the —Island	Fort Walton Beach 850- 651- 7131 Fax 850- 651- 7149	32549
	Shuttlel (see Transportation – Okaloosa County Transit Development Council)	Emerald Coast Conference Center 850- 609-3800	
		www.destin-fwb.com	

### Housing (cont.)

Agency	Service	Contact	Location
Progressive Management of	Family income cannot exceed \$57,000.00 (subject	850- 244-1600 www.pmainfo.com	19 Chestnut Avenue, #14 Fort Walton Beach, FL
America, Inc.	to change). Provides housing	Mon Fri.	32548
	for residents of low to	8:30 am - 5:00 pm	32348
	moderate income in	Saturday by appointment	
	Okaloosa County.	Suturiauj oj appontinent	
Tri-County Community	Low-Income Home Energy	Main Office	Canning Center
Council, Inc Walton	Assistance Program	850- 547-3689	1588 U.S. Hwy. 331 S.
County	(LIHEAP) Utilities assistance	Mon Fri.	DeFuniak Springs, FL 32435
	for electric and gas bills. Will	8 am – 4:30pm	
	assist with deposits, will not		Walton County Head Start
United	assist if client has an existing	Tri-County Community	268 S Davis Lane
Way 🕓	balance. Emergency shelter assistance	Council - Canning Center 850- 892-3615	DeFuniak Springs, FL 32433
	Transportation for local non-	Mon Fri.	Walton County
	emergency medical	8am - 4:30pm	Transportation
	treatment, nutritional,		1586 US Highway 331 S
	shopping, education, and	Walton County Head Start 850-892-7635	DeFuniak Springs, FL 32433
	recreation, employment training and other daily needs	Mon Fri.	302 N. Oklahoma Street
	for transportation	6 am – 5:30 pm	Bonifay, FL 32425
	disadvantaged. USDA food	Welter Constr	
		Walton County Transportation	
		850- 892-2422	
		Mon Fri.	
		7am - 4:30 pm	
Walton County HUD Section	Tenant-based voucher	Section 8	Section 8
8/Public Housing Authority	assistance program	850-892-8185	63 Bo-Pete Manor
			DeFuniak Springs, FL 32433
		Public Housing Authority	PO Box 1258
		850-892-2823	Public Housing Authority
			120 Oerting Drive
Walton County SHIP	Uses strategies, such as First-	1-800-226-8914, ext. 210	DeFuniak Springs, FL 32433 West FL Regional Planning
Program	Time Homebuyers	1-000-220-0914, CAL 210	Council
Tiogram	Assistance, Rehabilitation,		4081 East Olive Road
	Replacement Housing, and		Suite A
	Emergency Repair to assist		Pensacola, FL 32513
	homeownership		
Waterfront Rescue Mission	Temporary shelter, clothing,	Fort Walton Beach	110 Hollywood Blvd SE
	and food assistance,	850-244-2726	Fort Walton Beach, FL
	maintains a thrift shop	Fax 850-244-5251	32548
		Crestview 850- 689-2700	1975 S. Ferdon Blvd.
		<b>Fax</b> 850-689-3258	Crestview, FL 32539
		www.waterfrontmission.org	
White Sands Retirement	Affordable housing for low-	850-244-7162	40 Windham Avenue SE
Community	income seniors, 62 and	850-243-4820	Fort Walton Beach, FL
	above, capable of living	Fax 850-243-6659	32548
	independently. Annual		
	income limits:	www.westminsterretirement.	
	single=\$18,450.00 or	com	
	couple= \$21,100.00	8 am-4 pm	

# Information

Agency	Service	Contact	Location
Advocacy Center for Persons	The Governor-designated	800-342-0823	2728 Centerview Drive, Suite
with Disabilities	program designed to	850-488-9071	102
(Disability Rights Florida)	advocate and protect persons	Fax 850- 488-8640	Tallahassee, FL 32301
	with disabilities. Obtain		
	needed services, support and		
	protection through disability		
	rights policy.	000 452 2005	1(0.0
Agency for Persons with	Ensure the well being and to	800-452-3895	160 Government Center, Room 412
Disabilities (APD)	maximize self-sufficiency through programs. One must	850-595-8351	Pensacola, FL 32502
	qualify to receive services	apd.myflorida.com	Felisacola, FL 32302
American Cancer Society	Information	850-244-3813	99 Eglin Pkwy. #37
American Cancer Society	mormation	www.cancer.org	Fort Walton Beach, FL
		www.cancer.org	32548
American Heart Association	Information, blood pressure	800-257-6941 x 6086	
	screening, referral services		
		CPR Hotline	
		877-242-4277	
		www.americanheart.org	
Autism Society of the	Local support group to	850-450-0656	P.O. Box 30213
Panhandle	provide education and		Pensacola, FL 32503
	awareness about Autism	www.autismpensacola.org	
Center for Autism and	Community on achool site	850-416-4495	Seton Medical Office Park
Related Disabilities Florida	Community or school site visits, attending meetings,	destefa@mailer.fsu.edu	5190 Bayou Blvd. Bldg 2
State University Direct and	research and resource	destera@maner.isu.edu	Pensacola, FL 32503
Technical Assistance	dissemination		Telisacola, TE 52505
Chamber of Commerce	Promotes business members	Fort Walton Beach	34 Miracle Strip Pkwy,
Okaloosa & Walton Counties	through referrals and	850-244-8191	Fort Walton Beach, FL
	networking, small business	www.fwbchamber.org	32548, PO Box 640
	counseling, provides visitor		
	and relocation information.	Crestview	502 S. Main Street,
		850-682-3212	Crestview, FL 32536
		Destin	
		850-837-6241	4484 Legendary Dr #A,
		Niceville	Destin FL 32541
		850-678-2323	
			1055 E. John C. Sims Pkwy.
		Walton County	Niceville, FL 32578
		DeFuniak Springs 850-892-3191	95 Circle Drive
		Santa Rosa Beach	DeFuniak Springs, FL 32435
		850- 267-0683	DeFuniak Springs, FL 32435
			63 South Centre Trail
			Santa Rosa Beach, FL 32459
Child Find, Inc. (FDLRS)	Provides Pre-Kindergarten	888-445-9662	J. E. Hall Educational Center
, ( -)	disability intervention	850-469-5423	30 East Texar Drive,
	services		Pensacola, FL 32503
		www.fdlrswestgate.org	
Child Support Enforcement	Div. of FL Dept. of Revenue	850-833-3782	2810 Richburg Lane
**	Establishes paternity and	www.dor.myflorida.com/dor/	Crestview, FL 32536
	support obligations for the	childsupport	
	custodian and children.		

Agency	Service	Contact	Location
Destin (City of)	Provides resident and visitor information	850-837-4242 www.cityofdestin.com	4200 Indian Bayou Blvd Destin FL, 32541
Families Count	Information and referral services for Escambia, Santa Rosa and Okaloosa Counties	850-437-1450 S_gessler@familiescount. net	422 N Baylen St Pensacola, FL 32503
Fort Walton Beach (City of)	Provides resident and visitor information	850-833-9500 Mayor 850-862-5530	<b>City Hall</b> 107 Miracle Strip Pkwy. SW Fort Walton Beach, FL 32548
		City Manager 850-833-9504 Police 850-833-9546 Fire	<b>Police and Fire</b> 5 Hollywood Blvd. NE Fort Walton Beach, FL 32548
Okaloosa AIDS Support Informational Services (OASIS)	Provides case management and legal services for persons living with HIV/AIDS; HIV testing, counseling, and referrals; HIV prevention and education services; and community outreach. Serves Okaloosa, Walton, Santa Rosa, and Escambia	850-833-9565 850-314-0950 Fax 850-314-0952	4 Jackson St NE Fort Walton Beach, FL 32547 PO Box 35
Okaloosa Coalition on the Homeless, Inc. Fresh Start Program	Provides Transitional Housing for working families, single women with children and single women for 6 months through a program of money & life management skills leading toward self-sufficiency.	850-243-5648 Fax 850-244-5717	8 Bobolink Dr, Fort Walton Beach, FL 32548
Secure the Call Foundation	Program to donate used cell phones	888-883-6628 www.donatemycellphone.org	
United Way of Escambia County United Way	Community-wide strategic planning partnership working toward overall community physical, mental, economic, environmental and social health. The five goal areas include: Education, Environment, Health, Housing and Poverty.	850- 434-3157 First Call For Help 850- 595-5905 www.unitedwayescambia.org	1301 W. Government St. Pensacola, FL 32502

mormation (cont.)			
Agency	Service	Contact	Location
United Way of Okaloosa-	Umbrella for collection and	850-243-0315	112 Tupelo Ave. SE
Walton Counties	distribution of funds to a	Fax 850-243-6625	Fort Walton Beach, FL
	variety of health and human		32548
United	service agencies.	First Call for Help	
Way S		850-243-9111	
		www.united-way.org	
United Way of Northwest	To help people in our area	850-785-7521	518 Mulberry Avenue
Florida	become more healthy, self-	Fax 850- 784-2569	Panama City, FL 32401
	sufficient, and to be able to		
	help themselves and each	First Call for Help	
United	other. Changing lives,	850-215-6611	
Way 🕓	shaping communities,		
	investing in resultsit's what	www.unitedwaynwfl.org	
	matters.		
	Serving Bay, Calhoun, Gulf,		
	Holmes, Jackson, and		
	Washington Counties		
United Way of Santa Rosa	Non-profit organization	850-623-4507	6479-A Caroline Street
County	assesses and responds to	Fax 850- 626-9584	Milton, FL 32570
	community needs		
United 🔊		First Call for Help	PO Box 284
Way S		850-983-7200	
		unitedwaysrc.org/	

## **Information (cont.)**

## **Internet Availability**

Service	Contact	Location
		34 Carson Dr.
,		Fort Walton Beach, FL
		32548
Public Library	Crestview	Robert L. F. Sikes Public
2	850-609-5102	Library
		1445 Commerce Drive,
	Destin	Crestview, FL 32539
	850-682-4432	
		Destin Public Library
	0	150 Sibert Avenue
	850-837-8572	Destin, FL 32541
	<b>Fort Walton Beach</b> 850- 833-9590	<b>Eglin AFB Library</b> 305 West F Street, Building.
		278,
	<b>Freeport</b> 850- 835-2040	Eglin AFB, FL 32542
		Fort Walton Beach Public
	Valparaiso	Library
		185 Miracle Strip Parkway,
		SE,
	850-243-5731	Ft Walton Beach, FL 32548
	Niceville	Freeport Public Library
	850-279-4863	W. Highway 20,
		Freeport, FL 32439
	www.readokaloosa.org	Valparaiso Community
		Library
		459 Valparaiso Parkway, Valparaiso, FL 32580
		Mary Esther Public
		Library
		100 W. Hollywood Blvd.,
		Mary Esther, FL 32569
		Niceville Library
		206 Partin Drive
		Niceville, FL 32578
Public library services.		3 Circle Drive
		DeFuniak Springs, FL 32235
	<b>Fax</b> 850-892-4438	427 Case and T 1
	Santa Daga Dagah	437 Greenway Trail
		Santa Rosa Beach, FL 32459
	<b>Fax</b> 850-267-9452	76 State Highway 20 W
	Freenant	Freeport, FL 32439
	<b>Lua</b> 050-055-215 <b>T</b>	
	www.youseemore.com	
	Service         Clothes, Internet         Public Library         Image: Public library services.	Clothes, Internet850-243-5925Public LibraryCrestview 850- 609-5102Destin 850- 682-4432Eglin AFB 850- 837-8572Fort Walton Beach 850- 833-9590Freeport 850- 835-2040Valparaiso 850- 729-5406Mary Esther 850- 243-5731Niceville 850- 243-5731Niceville 850- 279-4863www.readokaloosa.orgwww.readokaloosa.orgPublic library services.DeFuniak Springs 

# **In-Home Services**

Agency	Service	Contact	Location
Baptist Home Health Center	Provides in-home service to	850-434-4011	1000 West Moreno Street
	homebound patients		Pensacola, FL 32501
	requiring skilled nursing	Referral Info	
	care, physical therapy or	Fax 850 437-8410	
	speech therapy that meet	& 850- 437-8411	
	Medicare guidelines.		
	-	General Info	
		850-476-0628	
Comfort Keepers Serves	Provides affordable, non-	850-279-6310	742-B Government Ave.
Okaloosa & Walton Counties	medical, in-home care	Fax 866-869-0418	Niceville, FL 32578
		www.comfortkeepers.com	
		MonFri.	
		8:30am – 4pm	

# Legal Services

Service	Contact	Location
Legal assistance	850-862-1134 david@davidsimpsonlaw.co m	1048 Mar Walt Dr. Fort Walton Beach, FL 32547
Will give name of local lawyer. Consultation for free for those who qualify on the following specialty panels: Low Fee Panel, Elderly Panel, AIDS Law Panel, Disability Law Panel	800-342-8011 8 am - 5:30 pm EST	
Clients must qualify according to case type and financial guidelines. Handles consumer matters, landlord- tenant disputes, limited family law matters	Legal Aid County Courthouse Annex Law Library Shalimar 850- 651-7256 Fort Walton Beach	922 Mar Walt Drive, Suite 203 Fort Walton Beach, FL 32547
collections, and gives general legal advice.	Legal Services of North Florida, Inc. 850-862-3279 Fax850- 862- 6327 Mon Fri. 8am - 5pm	133 Staff Drive Fort Walton Beach, FL 32548
Prosecution of criminal cases. Assists victims through the judicial process and with the paperwork for crime compensation.	Shalimar           850-651-7260           Crestview           850-689-5620           DeFuniak Springs           850- 892-8080	1B Ninth Ave Shalimar, FL 32579 151 Cedar Street Crestview, FL 32536 524 A East Highway 90 DeFuniak Springs, FL 32435
	Legal assistance         Will give name of local         lawyer. Consultation for free         for those who qualify on the         following specialty panels:         Low Fee Panel, Elderly         Panel, AIDS Law Panel,         Disability Law Panel         Clients must qualify         according to case type and         financial guidelines. Handles         consumer matters, landlord-         tenant disputes, limited         family law matters,         collections, and gives general         legal advice.         Prosecution of criminal         cases. Assists victims         through the judicial process         and with the paperwork for	Legal assistance850-862-1134 david@davidsimpsonlaw.co mWill give name of local lawyer. Consultation for free for those who qualify on the following specialty panels: Low Fee Panel, Elderly Panel, AIDS Law Panel800-342-8011 8 am - 5:30 pm ESTClients must qualify according to case type and financial guidelines. Handles consumer matters, landlord- tenant disputes, limited family law matters, collections, and gives general legal advice.Legal Aid County Courthouse Annex Law Library Shalimar 850- 651-7256Fort Walton BeachProsecution of criminal cases. Assists victims through the judicial process and with the paperwork for crime compensation.Shalimar 850-689-5620 Crestview 850-689-5620

# Libraries

Agency	Service	Contact	Location
Okaloosa County Public	Public Library	Crestview	Robert L. F. Sikes Public
Library Cooperative		850-609-5102	Library
			1445 Commerce Drive,
		Destin	Crestview, FL 32539
		850-682-4432	
			Destin Public Library
		Eglin AFB	150 Sibert Avenue
		850- 837-8572	Destin, FL 32541
		Fort Walton Beach	Eglin AFB Library
		850- 833-9590	305 West F Street, Building.
			278
		Valparaiso	Eglin AFB, FL 32542
		850-729-5406	,,,
			Fort Walton Beach Public
		Mary Esther	Library
		850-243-5731	185 Miracle Strip Parkway,
			SE,
		Niceville	Fort Walton Beach, FL
		850-279-4863	32548
			Freeport Public Library
		www.readokaloosa.org	W. Highway 20
			Freeport, FL 32439
			Valparaiso Community
			Library 459 Valparaiso
			Parkway Valparaiso, FL 32580
			valparaiso, FL 52580
			Mary Esther Public
			Library
			100 W. Hollywood Blvd.,
			Mary Esther, FL 32569
			Niceville Library
			206 Partin Drive
	<b>N</b> 1 12 121		Niceville, FL 32578
Walton County Library	Public library services.	DeFuniak Springs	3 Circle Drive
System		850-892-3624	DeFuniak Springs, FL 32235
		Fax 850-892-4438	427 Creanway T
		Santa Rosa Beach	437 Greenway Trail Santa Rosa Beach, FL 32459
		850-267-2809	Sama Kusa Beach, FL 52459
		<b>Fax</b> 850-267-9452	76 State Highway 20 W
		<b>1 ax</b> 050-207-9452	Freeport, FL 32439
		Freeport	
		850-835-2040	
		Fax 850-835-2154	
		www.youseemore.com	

# Meals

Agency	Service	Contact	Location
Central Baptist Church of Crestview	Temporary shelter when needed	850-682-5525	951 S. Ferdon Blvd., Crestview, FL 32536
Christ the King Episcopal Church	Every Tuesday Night (5- 6pm) Meals for the Hungry	850-267-3332	480 North Highway 393 Santa Rosa Beach, FL 32459
Greater Peace Missionary Baptist Church	Clothing, socks, shoes, baby items, non-perishable food	850-243-2024	102 SE Fourth St. Fort Walton Beach, FL 32548
Harvest House, Inc. United Way	Provides food or clothing for those in need. Destin residents only	850- 837-2277 <b>Fax</b> 850- 837-2444 Mon-Fri. 9:00 am - 4:30 pm Sat.8:30 am - 1:00 pm	300 Mountain Dr Destin, FL 32540 PO Box 372
Hope Network	Part of the Okaloosa Walton Homeless Continuum of Care/Opportunity, Inc. organization.	850-398-5383 www.hopenetwork.com	644 N Ferdon Blvd Crestview, FL 32536
Opportunity, Inc. (Okaloosa Walton Homeless Continuum of Care)	Food is provided at a variety of venues, Flu shot clinic each fall, prescription medications, laundry program every Sunday morning, and financial assistance. Hot breakfast Sunday morning, to a hot lunch on Thursdays, Saturday and Sundays, to brown bag meals on weekdays, to groceries	Shelter 850-659-3190 Admin 850-409-3070 info@okaloosawaltonhomele <u>ss.org</u> <u>www.okaloosawaltonhomele</u> <u>ss.org</u>	Shelter 305 Lovejoy Rd Fort Walton Beach, FL 32548 Admin 203 Cloverdale Blvd Suite B Fort Walton Beach, Fl 32547
S4P Synergy, Inc. (Striving for Perfection Ministries)	Income eligible families (Food Stamps, HUD/ Public Housing, SSI, Medicaid) Free hot lunch every Thursday 11 a.m. to noon for homeless and low-income, first come, first served; meals delivered to disabled and seniors	850- 362-6977 <b>Fax</b> 850- 833-3005 Tues. – Fri. 9:30 am – 5:30 pm <b>Community Outreach</b> <b>Services</b> Tues. & Wed., 10 am- 12 noon	24 Bass Avenue, SW Fort Walton Beach, FL 32548 PO Box 1626
Walton County Council on Aging, Inc. United Way	Provides outreach and referrals, support services, counseling are provided for persons 60 + to help them remain at home. Programs: Meals on Wheels, Congregate Meals, Loan Closet, and in- home personal care or respite for caregiver, home maintenance, shopping assistance.	850- 892-8165 Fax 850- 892-8169 Mon- Fri. 7:30 am - 5 pm	1154 Baldwin Avenue DeFuniak Springs, FL 32435 PO Box 648

# Medical

Agency	Service	Contact	Location
Catholic Charities of Northwest Florida United Way	Food, clothing, medicine vouchers, disaster counseling, adoption and related adoption services; pregnancy counseling	850-244-2825 <b>Fax</b> 850-664-9146 MonThurs. 8:30-4:30 cathcharfwb@ptdiocese.org	11 First Street SE, Fort Walton Beach, FL 32548
Choctaw Baptist Association Crossroads Center Medical Clinic	Primary, Ongoing, and Preventive Care; Limited Specialty Care, Pharmaceutical Services, Case Management and Patient Education and Lab Service Eligibility:	850- 389-3015 Fax 850-389-3016 mahawkins@crossroadsclinic fwb.org	444 Valparaiso Pkwy Building C, Valparaiso, FL 32580
	Okaloosa County to citizens whose income does not exceed 200% of Federal Poverty Guidelines.		
Covenant Hospice	Hospice services – Provides terminal care for people with life-limiting illnesses, their family and loved ones	850-438-9714 Toll Free 866-729-1800	101 Hart St. Niceville, FL 32579
Crossroads Medical Center	Free Health Care for low- income and uninsured/underinsured residents of Okaloosa and Walton counties.	850 -389-3015 Fax 850-389-3016 www.crossroadsclinicfwb.or g	444 Valparaiso Pkwy. Valparaiso, FL 32580
Crestview Health Center	Provides health care for discounted fees for those who qualify	850-682-1164	4100 S. Ferdon Blvd. Suite C5 Crestview, FL 32536
Destin Emergency Care Center	6 exam/treatment rooms. Assesses and treats all ages, from neonatal to geriatric patients. Equipped to handle traumatic, medical, pediatric, and/or psychiatric emergent health care needs.	850-837-9194	996 Airport Rd. Destin, FL 32541

# Medical (cont.)

Agency	Service	Contact	Location
Elder Services Of Okaloosa	Rent, Utilities, Prescriptions,	Fort Walton Beach	207 Hospital Dr. NE
County	Medical supplies, Assisted	850-833-9165	Fort Walton Beach, FL
	living facilities, Meals on	Crestview	32548
United 🔊	Wheels, Retired Senior	850-689-7807	
Way 🕓	Volunteer Program (RSVP)		198 S. Wilson St.
		www.elder-services.org	Crestview, FL 32536
Florida Healthy Kids and	Information on health	1-888-540-5437	
KidCare Insurance	insurance for Florida children		
	under the age of 19	www.FloridaKidCare.org	
Fort Walton Beach Medical	Fort Walton Beach Medical	850-862-1111	1000 Mar-Walt Drive
Center	Center is a 257 bed acute	Fax 850- 862-9149	Fort Walton Beach,
	care facility accredited by		FL 32547
	The Joint Commission and		
	licensed by the State of		
	Florida.		
	www.fwbmc.com/		
H 14 1 D 1		950 051 4500	4412 US U. 1 221 S
Healthmark Regional	Acute care general medical	850-951-4500	4413 US Highway 331 S.
Medical Center	surgical hospital		DeFuniak Springs, FL 32435
	www.w.h.colthemont.mo.cion.cl.co	moreinfo@healthmarkregion	
	www.healthmarkregional.co m/	<u>al.com</u>	
Hospice of the Emerald	Hospice services—provides	Crestview	131 E Redstone Ave. #110
Coast	terminal care for people with	850-689-0300	Crestview, FL 32536
	life-limiting illnesses, their	Pensacola	
	family and loved ones	850-474-7288	
Lions Club	Assists persons with sight	Fort Walton Beach	
	problems including providing	850-650-9312	
	glasses and eye exams for	850-243-3037	
	needy children and adults.		
		Sandestin	
		850-269-0196	
North Okaloosa Medical	110 licensed beds Inpatient	850-689-8100	151 East Redstone Avenue
Center	and Outpatient services		Crestview, FL 32539

## Medical (cont.)

Agency	Service	Contact	Location
Agency Okaloosa County Health Department	Immunization Clinic, Family Planning Clinic, Well Baby Clinic, Pediatric Medicaid Screening, Adolescent Screening, Maternity Clinic, Nutrition Services, Women- Infant-Children (WIC) Program, Sexually Transmitted Disease Clinic, AIDS Testing, Rheumatic Fever Program, Tuberculosis Program, School Physicals/School Health, Health Education Programs, Environmental Services,	Contact Fort Walton Beach 850-833-9240 Fax 850-833-9242 For Appt. 850-833-9246. Crestview 850-689-7855 Fax 850-689-7872 www.co.okaloosa.fl.us.	Location Fort Walton Beach 221 Hospital Dr. NE, Fort Walton Beach, FL 32548 Crestview 810 E. James Lee Blvd., Crestview, FL 32539
	Vital Statistics. Dental clinic Crestview for children age 4- 18 on Medicaid or Reduced Lunch Program with school nurse referral		
Sacred Heart Children's Hospital Pediatric Dental Clinic	Sacred Heart Children's Hospital Pediatric Dental Clinic offers preventive, restorative and outpatient surgical dental treatment for low-income and special- needs children birth to age 16	850-494-7150 Fax 850- 494-7151 www.sacred-heart.org	8390 N. Palafox St. Cantonment, FL 32534
Sacred Heart Hospital on the Emerald Coast	58-bed hospital offering acute care, general and specialized surgery, cardiac diagnostics, joint replacement program, cancer care, comprehensive radiology and laboratory services, rehabilitation, as well as 24-hour emergency care.	1-866-591-3600 850-278-3000	7800 U.S. Hwy. 98 West; Miramar Beach, FL 32550
Sickle Cell Disease Association	Education, advocacy and other initiatives which promote awareness and support for sickle cell programs and patients	850-243-0700	1339 Green Acres Blvd Fort Walton Beach, FL 32547
Twin Cities Hospital	Twin Cities Hospital which offers 65 inpatient beds and extensive outpatient services	850- 678-4131 Fax 850- 729-9473 www.twcitieshospital.com	2190 Highway 85 N Niceville, FL 32578
Walton County Health Department	Services available; Immunization Services, Family Planning Services, Maternal Health Services, and Sexually Transmitted Screening/Treatment. WIC Program - See listing under Women, Infants, and Children	850- 892-8015 Fax 850- 892-8024 Mon Fri. 8 am - 5 pm	362 State Highway 83 DeFuniak Springs, FL 32433-1733

# Medical (cont.)

Agency	Service	Contact	Location
WIC Nutrition Program	Nutrition for women and	Hotline	221 Hospital Dr.
(Department of Health)	their children age 5 and	800-342-3556	Fort Walton Beach, FL
Okaloosa County	under.		32548
		850-833-9254	
		www.myflorida.com	
Wings of Hope	Transports ill patients, free of	636-537-1302	18730 Wings of Hope Blvd.
	charge, who qualify to		St. Louis, MO 63005
	medical facilities.	www.wings-of-hope.org	

#### Mental Health Counseling/Services

Agency	Service	Contact	Location
Abilities Center of Northwest	Education, support services	850-689-3663	5451 Old Bethel Rd.
Florida, Inc.	and training for adults with	Fax 850-689-5469	Crestview, FL 32536
	mental retardation and their	MonFri.	
	families.	7:30am-3:30 pm	
		Vicki@abilitysnwf.gccoxmai	
		<u>l.com</u>	
Advocacy Center for Persons	The Governor-designated	800-342-0823	2728 Centerview Drive, Suite
with Disabilities	program designed to	850-488-9071	102
	advocate and protect persons	Fax 850- 488-8640	Tallahassee, FL 32301
(Disability Rights Florida)	with disabilities. Obtain		
	needed services, support and		
	protection through disability		
Agency for Persons with	rights policy. Ensure the well being and to	800-452-3895	160 Government Center,
Disabilities (APD)	maximize self-sufficiency	850-595-8351	Room 412
	through programs. One must		Pensacola, Florida 32502
	qualify to receive services	apd.myflorida.com	
Bridgeway Center, Inc.	Prescriptions, Life skills	Fort Walton Beach	137 Hospital Dr. NE,
	classes for all ages, mental	850-833-7500	Fort Walton Beach, FL
	health	Crestview	32548
		850-689-7810	127.11 × 1.D. NE
Bridgeway Center, Inc 24- Hour CRISIS HOTLINE /	Crisis intervention for potential suicides, domestic	Fort Walton Beach 850-833-7500	137 Hospital Dr. NE, Fort Walton Beach,
RAPE CRISIS CENTER	and sexual violence, abuse,	830-833-7300	FL 32548
KAI E CRISIS CENTER	assault, neglect and other	Crestview	TL 32348
	potentially lethal situations.	850-689-7845	
United	In-person rape counseling,	www.bridgewaycenter.org	
Way 🕙	advocacy and		
	accompaniment are provided.	24 Hour Crisis Hotline	225 Railroad Ave.
	Crime victim advocacy, life	Fort Walton Beach	Crestview, FL 32568
	skills classes for all ages,	850-244-9191	
	mental health services, crisis stabilization, substance abuse	Crestview	
	treatment and detox. Senior	850-682-0101 TDD/711	
	Program in-home basic care,	050-002-0101 1DD//11	
	nursing, transportation, case		
	management, etc.		
	munu5ement, etc.	l	1

Agency	Service	Contact	Location
COPE, Inc.	Mental health and substance abuse treatment services, including outpatient counseling, adult residential services, prevention education, psychiatric treatment, crisis counseling, case management, screening and referral, and wellness programming for all ages.	Main Office 850- 892-8035 24 hour HELP line for crisis situation 850- 892-4357 Santa Rosa Beach (South Walton) 850- 267-2220 Mental Rehab 850-892-8055 www.copecenter.org	3686 US Highway 331 S DeFuniak Springs, FL 32435
Lakeview Center, Inc. An Affiliate of Baptist Health Care Mental Health Association of	Mental health services; foster care program for developmentally disabled. Financial assistance for	info@copecenter.org 850- 609-1004 <u>www.ebaptisthealthcare.org</u> Mon Fri. 8 am – 5 pm 850-244-1040	1 Eleventh Avenue, Building C Shalimar, FL 32579 571 Mooney Rd. NE,
Okaloosa and Walton Counties United Way	psychiatric medicine and treatment referrals, support groups, peer specialist services, Family to Family classes, Mental Health Education.	Fax 850-244-2573 www.mhaow.org	Fort Walton Beach, FL 32547

### Mental Health Counseling/Services (cont.)

### **Mentoring Programs**

Agency	Service	Contact	Location
Big Brothers/Big Sisters of	Eligibility: Children ages 6-	850-664-5437	1149 Creighton Road Suite #
Northwest Florida	12 years old, single parent	850-433-5437	1
	home, sees absent parent less	Fax 850- 664-5423	Pensacola, FL 32504
United	than 2 times/month, must live	www.bbbsnwfl.org	
Way 🕓	in Okaloosa or Walton		50 Beal Pkwy. Suite 4
	Counties. Provides one-to-	Mon. – Fri.	Fort Walton Beach, FL
	one mentoring by quality	8 am – 5 pm	32548
	volunteers.		

Agency	Service	Contact	Location
Air Force Enlisted Village (formerly Air Force Enlisted Widows Home)	Provide independent & assisted living apartments to widows of retired Air Force enlisted members. Other military I.D. holders over the age of 55 are accepted on a space available basis.	1-800-258-1413 Okaloosa County 850-651-3766 Fax 850-651-4461 MonFri. 7:30am – 4:30pm www.afenlistedwidows.org	92 Sunset Lane Shalimar, FL 32579
Airman and Family Readiness Center Eglin Air Force Base Airman and Family Readiness Center Hurlburt Field	Assists military families with relocation, transition, spouse employment, financial and family life skills counseling. Airman and Family Readiness Center at Hurlburt Field provides information, referral, family skills, marriage enrichment, parenting, stress management, financial services, crisis parenting, employment assistance, and relocation counseling. This location offers a Moms, Pops, and Tots play group on Tuesdays at 10am. This location has monthly classes scheduled for different resources and services.	850-882-9060 850-884-5441 800-769-8951 <u>http://www2.hurlburt.af.mil.f</u> <u>amilies/</u> <u>www.afas.org</u>	96 MSS/DPF Bldg. 205 502 W. Van Matre Ave. Ste. 1 Eglin AFB, FL 32542 220 Lukasik Ave Building 90213 Hurlburt Field, FL 32544

## **Military Relief Information**

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Agency	Service	Contact	Location
American Red Cross of	Shelter, food, counseling, etc.	1-800-773-7620	4100 South Ferdon Blvd,
Northwest Florida	Armed Forces emergency	900-HELP NOW	Suite B-4, Crestview, FL
	services	Okaloosa County	32536
		850-423-1243	
United		Walton County	222 N Baylen Street
Way S		850-396-8296	Pensacola, FL 32501
		Escambia	
		850-432-7601	
		Eglin AFB	
		850-882-5848	
		Hurlburt Field	
		850-314-0316	
		Fax 850-314-0387	
		www.yourredcross.org	
DOD Family Assistance		Eglin AFB	
Centers		850-885-4673	
		Hurlburt Field	
		850-884-5441	
Hurlburt Field Family	Provides information on	850-884-5061	16 MDOS/SGOHF
Advocacy Program	housing, food, clothing, day		Bldg. 91020
	care, legal, etc. to military		113 Lielmanis Ave.
	beneficiaries		Hurlburt Field, FL 32544

#### **Military Relief Information (cont.)**

#### **Minority Services**

Agency	Service	Contact	Location
NAACP for Okaloosa County	Assistance in civil or human	850-301-2095	10 Nicholson St.
Disaster Relief Command	rights in the areas jobs,		Ft. Walton Beach, FL 32548
Center	housing, and employment		
	discrimination; small		PO Box 58
	minority business assistance,		
	including Veterans affairs.		

## **Missing Persons**

Agency	Service	Contact	Location
National Center for Missing	To help prevent child	800-THE-LOST	699 Prince St.
and Exploited Children	abduction and sexual exploitation; help find	800-843-5678	Alexandria, VA 22314
	missing children; and assist victims of child abduction	www.missingkids.com	
	and sexual exploitation, their	hotline@ncmec.org	
	families, and the		
	professionals who serve		
	them.		
State of Florida Department	Crime investigation, criminal	850-595-2100	1301 North Palafox Street
of Law Enforcement Crime	background checks, sexual	Fax 850-595-5580	Pensacola, FL 32501
Prevention and Information	predator and career offender		
The vention and information	tracking, crime statistics, and	www.fdle.state.fl.us	
	missing children		
	clearinghouse		

## Playground/Recreations/Museums

Agency	Service	Contact	Location
Tri-County Community	Low-Income Home Energy	Main Office	Canning Center
Council, Inc Walton	Assistance Program	850- 547-3689	1588 U.S. Hwy. 331 S.
County	(LIHEAP) Utilities assistance	Mon Fri.,	DeFuniak Springs, FL 32435
	for electric and gas bills. Will	8 am – 4:30pm	
United	assist with deposits, will not		Walton County Head Start
Way S	assist if client has an existing	Tri-County Community	268 S Davis Lane
	balance.	Council - Canning Center	DeFuniak Springs, FL 32433
	Emergency shelter assistance	850- 892-3615	
	Transportation for local non-	Mon Fri.	Walton County
	emergency medical	8am - 4:30pm	Transportation
	treatment, nutritional,		1586 US Highway 331 S
	shopping, education, and	Walton County Head Start	DeFuniak Springs, FL 32433
	recreation, employment	850-892-7635	
	training and other daily needs	Mon Fri.	302 N. Oklahoma Street
	for transportation	6 am – 5:30 pm	Bonifay, FL 32425
	disadvantaged. USDA food		
		Walton County	
		Transportation	
		850- 892-2422	
		Mon Fri.	
		7am - 4:30 pm	
Walton County Parks and	Operates the following parks	850-892-8703	435 North 9 <sup>th</sup> Street
Recreation	throughout the county: Bruce	Fax 850- 892-8719	DeFuniak Springs, FL 32433
	Creek Park; Cat Island Park;		
	Choctawhatchee Bay;	http://www.co.walton.fl.us	
	Choctawhatchee River; Dead		
	River Park; Douglass		
	Crossroad Park; Helen		
	McCall Park; Juniper Lake		
	Park; Lakewood Park;		
	Morrison Spring; Seven Runs		
	Creek Park; and Wee Care		
	Children's Park.		
	Forms and facility rental		
	applications are available		
	online		
YMCA of Florida's Emerald	Playground, pool, basketball,	850-314-9622	13 SW Memorial Pkwy Suite
Coast, Inc.	fitness, showers, etc.		211 Fort Walton Beach, FL
			32547
United Way			

Agency	Service	Contact	Location
Crestview Pregnancy Center	Free pregnancy test, sexual health, sexual integrity, fertility appreciation.	850-682-1011 Fax 850-682-1770	897 Mapoles Crestview, FL 32539
Family Life Ministries of Northwest Florida United Way	Eligibility: Unwed, pregnant women. HIV test, drug and alcohol free. Assists women in crisis pregnancies by providing residential care, material needs, medical care, adoption referral, and life skills preparation programs.	850- 243-5800 850-862-5455 <b>Fax:</b> 850- 862-6855 Mon Fri., 10 am – 4 pm <u>www.Familylifecenter- fwb.com</u>	1007 Gospel Road Fort Walton Beach, FL 32547
First Baptist Church of Niceville – Benevolent Program & Pregnancy Center	Financial assistance for Niceville and Valparaiso residents only. Free pregnancy testing, counseling and education, adoption counseling. Donated baby items.	850- 678-4621 <b>Fax</b> 850- 678-5948 <u>www.fbcniceville.org</u> Mon. – Fri. 8:30 am – 4 pm <b>HOPE CENTER</b> 850- 729-7755 Thursday, 9 am – 5 pm	622 Bayshore Drive Niceville, FL 32578
Healthy Families- Okaloosa	Voluntary services, teaching parenting and child growth are offered during pregnancy and may be continued until the baby is 3- 5 yrs.	850- 484-5040 Mon. – Fri. 8 am – 5 pm	5192 Bayou Blvd Pensacola, Fl 32503
March of Dimes	Educational programs on pre- natal care, teen pregnancies, prevention, birth defects and low-birth weight information.	850- 785-6460 800-239-BABY Fax 850- 432-8197 www.marchofdimes.com	2809 W. 15 <sup>th</sup> St Suite 102 Panama City, Fl 32401
Pregnancy Support Center	No fees for services. A church ministry that offers free, on-site pregnancy tests; parenting classes; post- abortion healing program; education & support for pregnant women and families during a crisis pregnancy; provides referrals.	850- 892- 7400 Fax 850- 892-2381 Tues., 10 am-3 pm Thurs., 12 noon-5 pm	295 US Highway 90 W DeFuniak Springs, FL 32433

#### **Pregnancy Services/Education**

#### Prescriptions

Agency	Service	Contact	Location
Catholic Charities of Northwest Florida United Way	Food, clothing, medicine vouchers, disaster counseling, adoption and related adoption services; pregnancy counseling	850-244-2825 Fax 850-664-9146 MonFri. 9am-5pm cathcharfwb@ptdiocese.org	11 First Street SE, Fort Walton Beach, FL 32548
Lilly Answers Discount Program	Must have income below \$18,000.00 for individuals and \$24,000.00 for household of more than one and Medicare recipient. Must have no prescription coverage. Program includes certain prescriptions.	1-877-795-5459 www.discountrxmart.com	
MEDS Program	Prescription Discount Program	850-416-7169	
Needy Meds Prescription Program	Educational website that is designed to help those who do not have health insurance and can't afford their medications.	www.needymeds.com (use site to look up individual's medications)	
Opportunity, Inc. (Okaloosa Walton Homeless Continuum of Care)	Food is provided at a variety of venues, Flu shot clinic each fall, prescription medications, laundry program every Sunday morning, and financial assistance. hot breakfast Sunday morning, to a hot lunch on Thursdays, Saturday and Sundays, to brown bag meals on weekdays, to groceries	Shelter 850-659-3190 Admin 850-409-3070 info@okaloosawaltonhomele ss.org www.okaloosawaltonhomele ss.org	Shelter 305 Lovejoy Rd Fort Walton Beach, Fl 32548 Admin 203 Cloverdale Blvd Suite B Fort Walton Beach, Fl 32547
Partnership for Prescription Assistance	A free referral service that matches individuals to prescription programs.	888-4PPANOW 888-477-2669 <u>www.pparx.org</u>	
Pfizer for Living Share Card Program	Medicare recipient, no prescription coverage, yearly gross income for an individual is less than \$18,000 and \$24,000 for couples. Participants will receive a card that allows you to pay a \$15 flat rate for each 30-day prescription. Program includes certain prescriptions.	1-800-295-7876 www.Pfizerforliving.com	

Sharing and Caring of	Provide food and vouchers	Fort Walton Beach	126 Beal Pkwy SW
Okaloosa County	for medicine, transportation,	850-244-0778	Fort Walton Beach, FL
	utilities, rent, auto repairs and	Crestview	32548
	layettes	850-682-1907	298 Martin Luther King
United		Niceville	Drive Jr. Ave., Crestview
Way S		850-678-8459	
			104 Bullock Blvd
			Niceville, FL 32578
Silver Saver Drug Program	Program doubles the current	1-888-419-3456	
	prescription drug benefit for		
	low income. Participants	For assistance with other	
	must not be enrolled in any	questions about Medicare	
	other Medicare pharmacy	benefits, options, or rights,	
	benefit.	call your local Elder Helpline	
		at	
		1-800-963-5337	
		Ask for a SHINE counselor.	
		www.MyFlorida.com	
Together Rx Medications	Reduced prices for	800-865-7211	
Program	medications to eligible		
	individuals.	www.together-rx.com	
Tri-County Community	Low-Income Home Energy	Main Office	Canning Center
Council, Inc Walton	Assistance Program	850- 547-3689	1588 U.S. Hwy. 331 S.
County	(LIHEAP) Utilities assistance	Mon Fri.	DeFuniak Springs, FL 32435
	for electric and gas bills. Will	8 am – 4:30pm	
United	assist with deposits, will not		Walton County Head Start
Way 🕓	assist if client has an existing	<b>Tri-County Community</b>	268 S Davis Lane DeFuniak
	balance.	Council - Canning Center	Springs, FL 32433
	Emergency shelter assistance	850- 892-3615	
	Transportation for local non-	Mon Fri.	Walton County
	emergency medical	8am - 4:30pm	Transportation
	treatment, nutritional,		1586 US Highway 331 S
	shopping, education, and	Walton County Head Start	DeFuniak Springs, FL 32433
	recreation, employment	850-892-7635	
	recreation, employment training and other daily needs	850- 892-7635 Mon Fri.,	302 N. Oklahoma Street
	recreation, employment training and other daily needs for transportation	850-892-7635	302 N. Oklahoma Street Bonifay, FL 32425
	recreation, employment training and other daily needs	850- 892-7635 Mon Fri., 6 am – 5:30 pm	
	recreation, employment training and other daily needs for transportation	850- 892-7635 Mon Fri., 6 am – 5:30 pm Walton County	
	recreation, employment training and other daily needs for transportation	850- 892-7635 Mon Fri., 6 am – 5:30 pm Walton County Transportation	
	recreation, employment training and other daily needs for transportation	850- 892-7635 Mon Fri., 6 am – 5:30 pm Walton County Transportation 850- 892-2422	
	recreation, employment training and other daily needs for transportation	850- 892-7635 Mon Fri., 6 am – 5:30 pm Walton County Transportation	

Agency	Service	Contact	Location
Canaan Recovery Foundation	Assists alcoholics and addicts to achieve sobriety and redirect their lives in	850-259-3823 850-974-4573	PO Box 9261 Miramar Beach, Fl 32550
	recovery.	http://www.canaanrecoveryfo undation.org/Home.html	
	Path of Grace Women's Recovery Home - Women's sober living facility offers a long-term residence opportunity for women to battle the disease of addiction.		
Destin Health Care & Rehab Center	Short- stay rehab center and a long- term care facility for persons who need therapy to regain independence/ functioning or needs 24 hours nursing care.	850- 654- 4588 Fax 850- 654-3944 Mon. – Fri. 8 am – 5pm	195 Mattie M Kelly Boulevard Destin, FL 32541
Shoal Creek Rehabilitation Center	Short-stay rehab center and a long-term care facility for those who need therapy regain independence or need 24-hour nursing care.	850-689-3146 Fax 850-689-2286 Mon. – Fri. 8 am-6 pm	500 South Hospital Drive Crestview, FL 32539
Women's Intervention Services and Education (WISE) Programs	Case management program that assists women in accessing substance abuse treatment, aftercare, and support services.	850-433-9800 Fax 850-433-9802	3804 N. 9 <sup>th</sup> Ave Pensacola, FL 32501

# **Rehabilitation Services**

# **Senior Services**

Agency	Service	Contact	Location
American Association of Retired Persons (AARP) - Local	Association is active in all phases of benefits for the elderly with up-to-date information on legislative action. Additional activities include: 55 Alive senior driver's reassurance project, Neighborhood Watch Program.	1-888-OUR-AARP www.aarp.org Tallahassee 866-595-7678 850-577-5988	For National Membership 601 E. Street NW Washington, DC 20049
Creative Senior Community Center of Fort Walton Beach	Programs, classes, health information, fitness and social activities for seniors.	850-833-9587 Fax 850-833-9670 www.fwb.org MonFri. 8am- 4pm	31 Memorial Pkwy SW Fort Walton Beach, FL 32548
Department of Children and Families: Elderly and Disabled Adult Placement Services	Places elderly or disabled adults who can no longer live in their own homes in the least restrictive environment. Serves Escambia, Santa Rosa, Okaloosa and Walton Counties.	850- 494-5769	8190 Pensacola Blvd. Pensacola, FL 32534
Elder Services of Okaloosa County United Way	Rent, Utilities, Prescriptions, Medical supplies, Assisted living facilities, Meals on Wheels, Retired Senior Volunteer Program (RSVP)	Fort Walton Beach 850-833-9165 Crestview 850-689-7807 www.elder-services.org	207 Hospital Dr. NE Fort Walton Beach, FL 32548 198 S. Wilson St. Crestview, FL 32536
Florida Federation of the National Active and Retired Federal Employees Assoc. (NARFE) – Grants up to \$500	Grants up to \$500	www.narfefl.net	703-838-7760
National Association of Senior Friends	50 years old or older. Offers VIP hospital benefits as well as local and national discounts. Assists members with insurance assistance, medical assistance as well as workshops, driving classes, financial planning, health screening, fitness, socials, and much more. Fees: \$15 a year or \$25 for two-year membership	National           800-771-0428           Fort Walton Beach           850-863-7590           Fax 850-315-1350           Niceville           850-729-9463           www.seniorfriends.com           Mon. – Thurs.           9 am – 3 pm           Fri., 9 am – 12 noon	Fort Walton Beach 1000 Mar -Walt Drive NW Fort Walton Beach, FL 32547 Niceville 2190 Highway 85 N, Niceville, FL 32578

Agency	Service	Contact	Location
Retired Senior Volunteer Program (RSVP)—Okaloosa County	55 years and older. Provides opportunity to transition to retirement and remain involved in service to the community. Volunteer assignments consider individual interests and desires.	850- 833-9165 Ext 253 or Ext 254 <b>Fax</b> 850- 833-9174 Mon Fri., 7:30 am - 4:30 pm	Elder Services of Okaloosa County 207 Hospital Drive Fort Walton Beach, FL 32548
Retired Senior Volunteer Program (RSVP)—Walton County	55 years and older. Provides an opportunity to transition to retirement and remain involved in service to the community. Volunteer assignments individual interests and desires	850-892-7030 Fax 850-547-5485 Mon. – Fri. 8:30 am – 4:30 pm www.escbigbend.org	103 W. Nebraska Bonifay, FL 32425
Walton Okaloosa County Council on Aging, Inc.	Provides outreach and referrals, support services, counseling are provided for persons 60 + to help them remain at home with independence and dignity and to serve as an advocate for the elderly. Programs: Meals on Wheels, Congregate Meals, Loan Closet, and in- home personal care or respite for caregiver, home maintenance, shopping assistance.	850- 892-8165 Fax 850- 892-8169 Mon- Fri. 7:30 am - 5 pm	1154 Baldwin Avenue DeFuniak Springs, FL 32435 PO Box 648
Westwood Retirement Resort	Offers senior apartment community; skilled nursing facility; short term rehabilitation; outpatient physical, occupational, and speech therapy	Westwood Retirement 850-863-5174 Westwood Health Care Center 850-863-5174 Westwood Health Services 850-863-1170 Crystal Bay Senior Living 850-267-1600	1001 Mar Walt Dr. Fort Walton Beach, FL 32547
White Sands Retirement Community	Affordable housing for low- income seniors, 62 and above, capable of living independently. Annual income limits: single=\$18,450.00 or couple=\$21,100.00	850-244-7162 850-243-4820 Fax 850-243-6659 www.westminsterretirement. com 8 am-4 pm	40 Windham Avenue SE Fort Walton Beach, FL 32548

# Senior Services (cont.)

# Shelters

Agency	Service	Contact	Location
American Red Cross of Northwest Florida	Shelter, food, counseling, etc. Armed Forces emergency services	1-800-773-7620 900-HELP NOW Okaloosa County 850-423-1243 Walton County 850-396-8296 Escambia 850-432-7601 Eglin AFB 850-882-5848 Hurlburt Field 850-314-0316 Fax 850-314-0387 www.redcross.org	4100 South Ferdon Blvd, Suite B-4 Crestview, FL 32536 222 N Baylen Street Pensacola, FL 32501
Central Baptist Church of Crestview	Temporary shelter when needed	850-682-5525	951 S. Ferdon Blvd., Crestview, FL 32536
Cold Night Shelters	Designated shelters will open when the temperature is 40 or below.	First Presbyterian Church 850-243-3732 Mary Esther United Methodist 850-243-7595 Gregg Chapel AME 850-243-5925 St Simons on the Sound 850-244-8621 First Christian Church 850-243-8465 First Baptist Church 850-243-3163	<ul> <li>134 Beal Pkwy SW</li> <li>Fort Walton Beach, FL</li> <li>703 E. Miracle Strip Pkwy Mary Esther, FL</li> <li>34 SE Carson Drive Fort Walton Beach, FL</li> <li>28 Miracle Strip Pkwy Fort Walton Beach, FL</li> <li>201 St. Mary Ave. Fort Walton Beach, FL</li> <li>21 First Street SE Fort Walton Beach, FL</li> </ul>
JADA	JADA House provides food, shelter, and spiritual guidance to alcoholics, drug addicts and homeless men and women.	<b>24 Hour Hotline</b> 850- 862-1174 <b>Housing Office</b> 850- 244-5357 Mon. – Sat 9 am – 11 pm	117 Windham Avenue SE Fort Walton Beach, FL 32548

#### Shelters (cont.)

Agency	Service	Contact	Location
Lutheran Services of Northwest Florida	Counseling, Runaway Shelter, Lutheran Services offers prevention and outreach services for youth and families. Provides crisis intervention/conflict resolution, family counseling, and temporary shelter for youth and more.	Counseling Office           850-664-0145           HOPE House Runaway           Shelter           850-682-2374 (24 hrs)           Fax 850-682-8495           MonFri           8am-5pm           Teen Court	Counseling Office 51-B Yacht Club Drive Fort Walton Beach, FL 32548 HOPE House Runaway Shelter 5172 Eastland Avenue Crestview, FL 32539 Teen Court 1270 N. F. K. D. L. C.
Okaloosa Coalition on the	Provides Transitional	850-609-1133 850-243-5648	1270 N. Eglin Parkway, Ste. C Shalimar FL 32579 8 Bobolink Dr,
Homeless, Inc. Fresh Start Program	Housing for working families, single women with children and single women for 6 months through a program of money & life management skills leading toward self-sufficiency.	<b>Fax</b> 850-244-5717	8 Bobolink Dr, Fort Walton Beach, FL 32548
Waterfront Rescue Mission	Temporary shelter, clothing, and food assistance, maintains a thrift shop	Fort Walton Beach 850- 244-2726 Fax 850-244-5251	110 Hollywood Blvd SE Fort Walton Beach, FL 32548
		Crestview 850- 689-2700 Fax 850-689-3258 www.waterfrontmission.org	1975 S. Ferdon Blvd. Crestview, FL 32536
Shelter House of Northwest Florida	Domestic violence emergency shelter	Fort Walton Beach 850-243- 1201 Hot Line 850-863-4777	102 Buck Dr Fort Walton Beach, FL 32549
United Way		Crestview 850-683-0845 State Abuse Hotline 800-442-2873 www.shelterhousenwfl.org info@shelterhousenwfl.org	PO Box 220

#### Transportation

Agency	Service	Contact	Location
Angel Flight Southeast	Provides air transportation to	352-326-0761	8864 Airport Blvd.
	individuals who are in need	Fax: 352-326-9360	Leesburg, FL 34788
	of medical treatment and	800-352-4256	
	cannot afford commercial		
	service.		
Okaloosa County Transit	Provide rides to work,	Fort Walton Beach	600 Transit Way
Development Council	school, recreation,	850-833-9168	Fort Walton Beach, FL
	appointments, shopping, etc.	Fax 850- 833-9286	32547
	Reservations can be made 1-	Crestview	
	7 days before your trip from	850- 689-7809	
	8am-5pm, M-F. Rides.	www.rideoct.org	
	WAVE operates in Crestview	MonFri.	
	& Fort Walton Beach;	5:30 am – 11 pm	
	wheelchair accessible.	Sat., 7 am – 7 pm	
Tri-County Community	Low-Income Home Energy	Main Office	Canning Center
Council, Inc Walton	Assistance Program	850- 547-3689	1588 U.S. Hwy. 331 S.
County	(LIHEAP) Utilities assistance	Mon Fri.	DeFuniak Springs, FL 32435
	for electric and gas bills. Will	8 am – 4:30pm	
United	assist with deposits, will not		Walton County Head Start
Way 🕓	assist if client has an existing	Tri-County Community	268 S Davis Lane DeFuniak
	balance.	Council - Canning Center	Springs, FL 32433
	Emergency shelter assistance	850- 892-3615	
	Transportation for local non-	Mon Fri.	Walton County
	emergency medical	8am - 4:30pm	Transportation
	treatment, nutritional,	Welter Construction I Start	1586 US Highway 331 S
	shopping, education, and	Walton County Head Start	DeFuniak Springs, FL 32433
	recreation, employment	850- 892-7635	202 N. Oblehense Street
	training and other daily needs	Mon Fri.	302 N. Oklahoma Street
	for transportation disadvantaged. USDA food	6 am – 5:30 pm	Bonifay, FL 32425
	-	Walton County	
		Transportation	
		850- 892-2422	
		Mon Fri.	
		7am - 4:30 pm	
Wings of Hope	Transports ill patients, free of	800-448-9487	18730 Wings of Hope Blvd.
-	charge, who qualify to		St. Louis, MO 63005
	medical facilities.	www.wings-of-hope.org	

Agency	Service	Contact	Location
Elder Services Of Okaloosa County	Rent, Utilities, Prescriptions, Medical supplies, Assisted living facilities, Meals on Wheels, Retired Senior	Fort Walton Beach 850-833-9165 Crestview 850-689-7807	207 Hospital Dr. NE Fort Walton Beach, FL 32548
United Way	Volunteer Program (RSVP)	www.elder-services.org	198 S. Wilson St. Crestview, FL 32536
First Baptist Church of Fort Walton Beach	We help with utilities, and gas vouchers. We only accept applications for assistance on Tues. & Thurs. each week between 11am-2pm. We do not have same day assistance.	850-243-3163 www.Fbcfwb.org pastor@fbcfwb.org	21 First St. SE Fort Walton Beach, FL 32548
First Baptist Church of Niceville – Benevolent Program & Pregnancy Center	Financial assistance for Niceville and Valparaiso residents only. Free pregnancy testing, counseling and education, adoption counseling. Donated baby items.	850- 678-4621 <b>Fax</b> 850- 678-5948 <u>www.fbcniceville.org</u> Mon. – Fri. 8:30 am – 4 pm <b>CENTER OF HOPE</b> 850-729-7755 Mon. – Thurs., 9:30 am – 12:30 pm	622 Bayshore Drive Niceville, FL 32578
First United Methodist Church Of Niceville	Residents of Niceville and Valparaiso only. Emergency financial assistance for utilities. Bargain clothing and basic household necessities	850-678-4411	214 Partin Dr. South Niceville, FL 32578
Hope Network	Part of the Okaloosa Walton Homeless Continuum of Care/Opportunity, Inc. organization.	850-398-5383 www.hopenetwork.org	644 N Ferdon Blvd Crestview, FL 32536
Opportunity, Inc. (Okaloosa Walton Homeless Continuum of Care)	Food is provided at a variety of venues, Flu shot clinic each fall, prescription medications, laundry program every Sunday morning, and financial assistance. hot breakfast Sunday morning, to a hot lunch on Thursdays, Saturday and Sundays, to brown bag meals on weekdays, to groceries	850- 409-3070 info@okaloosawaltonhomele ss.org www.okaloosawaltonhomele ss.org	203 Cloverdale Blvd., Suite B Ft. Walton Beach, FL 32547
St. Simon's Episcopal Church	Free Child Care 1 yrs. – 5 yrs. 9a.m2p.m. Mon. Oct. 3 & 10 Assists with Utilities and Rent	850-244-8621	28 Miracle Strip Pkwy. Fort Walton Beach, FL 32548

# **Utilities, Rental Assistance**

Agency	Service	Contact	Location
Salvation Army of Okaloosa	Utilities, rent, Food, Clothing	850-243-4531	425 Mary Esther Cut-Off,
County	vouchers for Thrift Store,	www.salvationarmyusa.org	Fort Walton Beach, FL
United	Diapers, Toiletries, etc. 9a.m.		32548
Way 🕓	– 4p.m.		
Sharing and Caring of	Provide food and vouchers	Fort Walton Beach	126 Beal Pkwy SW
Okaloosa County	for medicine, transportation,	850-244-0778	Fort Walton Beach, FL
	utilities, rent, auto repairs and layettes		32548
United		Crestview	298 Martin Luther King
Way		850-682-1907	Drive Jr. Ave.,
indy C.			Crestview, FL 32536
			, ,
		Niceville	104 Bullock Blvd
		850-678-8459	Niceville, FL 32578
Tri-County Community	Low-Income Home Energy	Main Office	Canning Center
Council, Inc Walton	Assistance Program	850- 547-3689	1588 U.S. Hwy. 331 S.
County	(LIHEAP) Utilities assistance	Mon Fri.	DeFuniak Springs, FL 32435
	for electric and gas bills. Will	8 am – 4:30pm	
	assist with deposits, will not		Walton County
United	assist if client has an existing	Tri-County Community	Transportation
Way 🕓	balance.	Council - Canning Center	1586 US Highway 331 S
	Emergency shelter assistance	850-892-3615	DeFuniak Springs, FL 32433
	Transportation for local non-	Mon Fri.	
	emergency medical	8am - 4:30pm	302 N. Oklahoma Street
	treatment, nutritional,		Bonifay, FL 32425
	shopping, education, and	Walton County	
	recreation, employment	Transportation	
	training and other daily needs	850-892-2422	
	for transportation	Mon Fri.	
	disadvantaged. USDA food	7am - 4:30 pm	

## **Utilities, Rental Assistance (cont.)**

# **Veterans Services**

Agency	Service	Contact	Location
Okaloosa County Veterans Services Office	Assists veterans, widows and dependents to file claims for VA benefits. Referral & resources. DAV Transportation Network	South Okaloosa County 850- 651-7258 North Okaloosa County 850- 689-5922 Mon. – Fri. 8 am – 5 pm www.co.okaloosa.fl.us	13 Iowa Dr. NE Fort Walton Beach, Fl 32548 601 A- N Pearl Street, Suite 100 Crestview, FL 32536
Veteran Services	Veterans Services for North Okaloosa County	<b>North County</b> 850-689-5922 <b>South County</b> 850-651-7258	<ul><li>601 A N. Pearl St. Suite 100 Crestview, FL 32536</li><li>13 Iowa Dr. NE Fort Walton Beach, Fl 32548</li></ul>
Veteran Vocational Rehabilitation Employment Services	Assists veterans with service- connected disabilities of 10 percent or more to gain and maintain suitable employment or provide independent living skills	850- 862-2107 MonFri. 8 am – 4:30 pm, see counselor upon appointment	411 Racetrack Road Fort Walton Bch., FL 32547
Walton County Veterans Services	Assists former and present members of the Armed Services and their dependents	850-892-8140	312 College Ave. Unit B DeFuniak Springs, FL 32435

### **Visually Impaired**

Agency	Service	Contact	Location
Division of Blind Services	Ensures people who are blind	850-872-4181	234 Forest Park Circle
	or visually impaired can		Panama City, Fl 32405
	achieve goals.	dbs.myflorida.com	
Independence for the Blind	Teach Independent living	850-477-2663	3107 N. Davis Hwy.
of West Florida, Inc.	skills, computer and adaptive		Pensacola, FL 32503
	technology, and provide		
	vocational training and		
	employment related services.		
Lions Club	Assists persons with sight	Fort Walton Beach	P.O. Box 844
	problems including providing	850-243-3037	Ft. Walton Beach, FL 32549
	glasses and eye exams for	www.fwblionsfl.lionwap.org	
	needy children and adults.	Sandestin	
		850-269-0196	
VISIONNAIRES of NW	Provides Braille drawings,	850- 862-4495	538 Bob Sikes Blvd.
Florida	tapes, and large print for	Tues. & Sat.	Shalimar, FL 32579
	persons who are visually	10 am-12 pm	
	impaired.		

Agency	Service	Contact	Location
Boys & Girls Clubs of the	\$25.00 registration fee and	Okaloosa County	923 Denton Blvd NW
Emerald Coast	membership application.	Admin	Fort Walton Beach, FL
	Social, recreational, and	850-862-1616	32548
	educational programs:	Elementary Aged	
United	basketball court, computers,	850-862-1332	427 Greenway Trail Santa
Way 🕓	tutoring, game room,	Middle/High School	Rosa Beach, FL 32459
	tournaments, etc. Offers an	850-862-1888	
	alternative for boys and girls		
	ages 6 to 17 after school.	Fax 850- 862-7753	
		www.bgcec.com	
		Walton County	
		Santa Rosa Beach	
		850- 622-0602	
		DeFuniak Springs	
		850-892-3752	
		Mon. – Fri.	
		9 am – 5 pm	
Horizons of Okaloosa	Programs for	Fort Walton Beach	123 Truxton Avenue
County, Inc.	developmentally disabled;	850-863-1530	Walton Beach, FL 32547
	provides day care, VPK,	Fax850-862-4589	
	Early Intervention,	Crestview	
United	transportation, education,	850-682-9224	
Way S	work training, and residential		
	care. Birth to 3 program	www.horizonsfwb.com	
Tri-County Community	Assists 3-4 year old children	850-892-3615	268 S Davis Lane
Council, Inc Walton	in becoming physically,	850-892-7635	DeFuniak Springs, FL 32435
County	socially, intellectually and	Fax 850- 892-0114	
	emotionally adjusted.		
Head Start Program			

## **Voluntary Pre-Kindergarten (VPK) Programs**

#### **Youth Services**

Agency	Service	Contact	Location
Boys & Girls Clubs of the	\$25.00 registration fee and	Okaloosa County	923 Denton Blvd NW
Emerald Coast	membership application.	Admin	Fort Walton Beach, FL
	Social, recreational, and	850-862-1616	
	educational programs:	Elementary Aged	427 Greenway Trail Santa
United (	basketball court, computers,	850-862-1332	Rosa Beach, FL 32459
Way S	tutoring, game room,	Middle/High School	
	tournaments, etc. Offers an	850-862-1888	
	alternative for boys and girls		
	ages 6 to 17 after school.	Fax 850- 862-7753	
		www.bgcec.com	
		Walton County	
		Santa Rosa Beach	
		850- 622-0602	
		DeFuniak Springs	
		850-892-3752	
		Mon. – Fri.	
		9 am – 5 pm	

Agency	Service	Contact	Location
Boy Scouts of America Gulf	Provides a program of	Pensacola	9440 University Pkwy.
Coast Council	character building,	850-476-6336	Pensacola, FL 32514
United	citizenship training and	Mon Fri.	
	physical fitness for boys ages	9 am - 5 pm	
	6-20. Local office covers	sppage@bsamail.org	
Way S	Okaloosa and Walton		
	Counties. Fees: \$10.00/yr	Cub Scouts of America/	
	registration	Boy Scouts/ Exploring	
	2	850-683-0330	
Children's Home Society of	A licensed child placement	Okaloosa County	176 Harris St.
Florida	agency which provides foster	850-863-5877	Fort Walton Beach, FL
	care, Adoptions,		32547
Western Division	Developmental Services	Walton County	
	Support Coordination, Birth	850-892-7056	262 N 9 <sup>th</sup> St.
	to Three Service Coordinator,	www.CHSFL.org	DeFuniak Springs, FL 32433
United	and Intensive Crisis	MonFri.	1 0-7
Way	Counseling by referral from	8:30am-5pm	
	DCF and FFN	1	
Early Head Start of Okaloosa	Pregnant women and	850-651-0645	60 Second St. Suite 401,
County	children from birth to three.	Fax 850-683-5336	Shalimar, Fl 32579
2		Mon. – Fri.	
		8 am – 3 pm	
Eleanor Johnson Youth	Provides alternative activities	850-244-5991	27 Robinwood Dr.
Center	for at- risk youth. Adult	Mon. – Fri.,	Ft. Walton Beach, FL 32548
	education, computer skills,	10 am- 6 pm	,
	sports, assistance with	www.ejjyc.org	
United	homework, and arts / crafts.		
Way	Fees: \$20 per year	Summer hours	
indy C.		Mon. – Fri.,	
		10 am – 5 pm	
Girl Scout Council, Inc of	Fees: \$6.00 annually	850-434-1333	4585 Isabella Ingram Dr
Northwest Florida.	Eligibility: Girls ages 5 – 17.	Fax 850-433-1408	Pensacola, FL 32504-9099
	Offers girls ages 5-17	800- 624-3951	
IInited	activities which address their	info@gsnwfl.org	
Way	current interests and their	Mon-Fri	
indy 🕑	future roles as women.	9 am-5 pm	
Lutheran Services of	Counseling, Runaway	Counseling Office	Counseling Office
Northwest Florida	Shelter, Lutheran Services	850-664-0145	51-B Yacht Club Drive
r tortin v est r tortuu	offers prevention and		Fort Walton Beach, FL
	outreach services for youth	HOPE House Runaway	32548
	and families. Provides crisis	Shelter	52510
	intervention/conflict	850-682-2374 (24 hrs)	HOPE House Runaway
	resolution, family counseling,	Fax 850-682-8495	Shelter
	and temporary shelter for	MonFri	5172 Eastland Avenue
	youth and more.	8am-5pm	Crestview, FL 32539
		Teen Court	Teen Court
		850-609-1133	1270 N. Eglin Parkway, Ste.
		050-007-1155	C
			Shalimar FL 32579
	1	1	511a1111a1 1°L 32377

# Youth Services (cont.)

<b>Youth Services</b>	s (cont.)
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Agency	Service	Contact	Location
Okaloosa-Walton Child Care	Eligibility: Services available	Fort Walton Beach	107 Tupelo Avenue Ft.
Services, Inc.	to qualifying families.	Main Office	Walton Beach, FL 32548
	Languages: English limited	850-833-9330	
	Spanish. A non-profit		
United	resource and referral agency	Crestview (DCF)	Education Center
Way	that addresses the needs of	850-682-1234	99 Eglin Parkway, Suite 14
	parents, child care providers,	850-689-7885	Fort Walton Beach, FL
	employers, and the		32548
	community. Assists with	DeFuniak Springs	
	child care for low-income	850-892-8560	
	families and families in the		
	WAGES, Transitional Child	KidLine (child care	
	Care, and Protective Services	resource and referral	
	Programs. Operates	information line)	
	KidLine, a toy-lending	850-833-933	
	Library, and the Caring for	800-226-4969	
	Kids resource van.		
		Education Center	
		850-833-9336	
		7:30am – 5:00pm.	
		www.owccs.org	

# ANNEX

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ANNEX III-1

#### ANNEX III

#### MITIGATION

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#### ANNEX III: MITIGATION FUNCTIONS

#### I. INTRODUCTION

Mitigation activities are ongoing within a community regardless of the occurrence of a disaster. Okaloosa County has established the "Okaloosa County Local Mitigation Strategy document" in order to effectively manage mitigation activities. The document was created with technical assistance from the West Florida Regional Planning Council, and engineering services from BCM Engineers Inc. There are certain mitigation activities that occur during and immediately following a disaster that do not otherwise occur within the community's normal day-to-day operations. Annex B, therefore, is separated into eight parts.

#### II. HAZARD MITIGATION PROGRAMS

A. Hazard Mitigation Grant Program: Section 404 of the Stafford Act establishes a hazard mitigation grant program to fund certain state and local post-disaster hazard mitigation measures. Federal funds are available under this program on a matching funds ratio of 75% federal/25% non-federal. The total amount of funding available for any given disaster will be 10 percent of the initial estimate of the federal share of permanent public assistance work under Categories C, D, E, F and G.

Before any funding is made available under this program, a state Hazard Mitigation Grant Program Administrative Plan must be approved by FEMA demonstrating how the grant program will be administered. The State Hazard Mitigation Officer (SHMO) will be responsible for ensuring that this plan is prepared and updated on a regular basis.

The state is responsible for identifying and selecting projects funded under the grant program. The SHMO and members of the State Hazard Mitigation Team will review project applications for consistency with the state's Hazard Mitigation Administrative Plan and the state Hazard Mitigation Plan Update prepared in response to the disaster. Selection criteria will include:

1. Measures that best fit within the state's overall Hazard Mitigation Strategy.

2. Measures that have the greatest potential impact to reduce future losses.

3. Measures that are designed to accomplish a multitude of hazard mitigation objectives.

Based on the results of this review, the State Hazard Mitigation Officer (SHMO) will recommend to the State Coordinating Officer (SCO) those projects to be funded under the Hazard Mitigation Grant Program. Applicants will then be

#### ANNEX III-3

notified whether their proposed project is to be funded.

#### B. Responsibilities

1. Federal: The Federal Coordinating Officer (FCO) will appoint a Federal Hazard Mitigation Officer (FHMO) with the responsibility of managing federal hazard mitigation programs and activities.

2. State: The Deputy State Coordinating Officer (DSCO) for Recovery will appoint a State Hazard Mitigation Officer (SHMO) with the responsibility for coordinating the preparation and implementation of the State Hazard Mitigation Plan (pursuant to Section 409 of the Stafford Act) and implementation of the Hazard Mitigation Grant Program (pursuant to Section 404 of the Stafford Act).

The SHMO will provide leadership for the involvement of state and local agencies in developing, monitoring and updating the plan. The SHMO will coordinate the State Hazard Mitigation and Recovery Team (SHMRT). The team consists of representatives from key state agencies, local governments and other public and private sector organizations that influence development and hazard management policies within the state.

3. County: Okaloosa County maintains a Hazard Mitigation Program in compliance with State and Federal law (Section 409 of the Stafford Act). This plan describes those projects which if implemented would reduce or eliminate the danger of disaster. The county, as well as the state, has developed a priority listing of mitigation projects.

The Growth Management Director will act as the lead coordinator for hazard mitigation activities. The coordinator working with various county agencies will appoint a County Hazard Mitigation Steering Committee. The Committee will participate on the Interagency Hazard Mitigation Team and on the State Hazard Mitigation Team; coordinate the participation of other appropriate local officials on these teams and participate in the development of the State Hazard Mitigation Plan.

C. Identifying Opportunities for Hazard Mitigation: Opportunities for implementing hazard mitigation measures will be identified in one of the following ways:

1. The hazard mitigation planning process as identified in the State Hazard Mitigation (409) Plan.

- 2. The DAR process through the public assistance program.
- 3. Preliminary Damage Assessment.

4. Post-disaster Redevelopment Plans developed pursuant to the state's growth management law or the hazard.

5. Okaloosa County does not utilize Mitigation Assessment Teams due to limited resources and personnel. Mitigation opportunities are identified through the LMS Committee meetings and through Damage Assessments that are done after a disaster occurs. Training for Damage assessments teams is done once per year by the Region One Coordinator for the State of Florida. Both Community Emergency Response Team members and Growth Management Building Inspectors receive this training. Training is provided in the spring time of each year as the Coordinator is available. Municipalities and non-profit agencies such as back porch communities are part of the local LMS Committee. The local LMS Committee is responsible for identifying and prioritizing all mitigation projects since these prioritizations directly affect grant funding opportunities through the HMGP program.

Equipment, personnel, geographical grid system maps, laptops, 6. and vehicles will be accounted for prior to the start of each hurricane season. This inventory will be the responsibility of Growth Management Department's Building Official. The inventory will be maintained in the Growth Management Department's building inspector's office. The Department of Public Works performs assessments of county infrastructure. They will document findings on spreadsheets and utilized the information for damage assessment and to identify mitigation opportunities. The Road Division Supervisor within the Public Works Department is responsible for inventorying equipment and personnel. The inventory list will be maintained in the Road Divisions office. Independent jurisdictions that choose to perform their own assessments are responsible for designating a responsible party that will oversee the inventory for the jurisdiction. It must be considered that due to fiscal constraints not all county departments will be able to provide all needed assets. If departments or independent jurisdictions are unable to provide the assets due to insufficient funding the Emergency Management Chief or designee will provide the needed items. This may be done through Emergency Management assets or through lease agreements entered into at the time of need. At a minimum each county department or independent jurisdiction should provide the following to each inspection team:

- One four wheel drive vehicle capable of seating a minimum of four adults for each assessment team
- One laptop with wireless or air-card capabilities for each assessment team
- Two representatives per team, representatives must have participated in performing the initial

damage assessment. Representatives must attend the yearly damage assessment courses.

Growth Management building inspectors (supplemented by CERT members) inspect homes and businesses for damage and habitability. Damage assessment teams are activated by the Building Official, inspection areas and assignments are pre-identified by the Building Official.

Public Works Personnel will be activated by the Director of Public Works or designee. This will be accomplished through preparatory actions prior to the arrival of a tropical system or other predictable natural or man-made occurrence. It may also be accomplished by use of the pre-established phone tree after impact.

7. Coordination of mitigating activities between governmental and private agencies is the responsibility of the Growth Management Department with support from the county Emergency Management Division. Information will be provided as public records, Coordinated during LMS Committee meetings and special hearing meetings. Growth Management will announce special hearings to the public through the use of printed media, local television PSAs and Radio station PSA messages. Growth Management through the LMS Committee will invite private agencies to attend meetings and special hearings. Emergency Management will assist by providing information on mitigation activities through public presentations.

D. Hazard Mitigation Planning: Interagency Hazard Mitigation Team:

The federal, state, and county Hazard Mitigation Officers will determine the impacted areas to be surveyed by the Interagency Hazard Mitigation Team (I-Team). I-Team members will then identify opportunities for hazard mitigation within the disaster area(s), focusing on those that are to be addressed in the state hazard mitigation plan and identify possible measures that are to be funded under the hazard mitigation grant program. The I-Team will prepare and distribute its report within 15 days following the disaster declaration. This report will include the following:

1. A general description of the nature and severity of damages, and their impacts of the community.

2. A general description of the emergency conditions which caused the damages, including historical information and trends.

3. An overview of federal, state and local policies, regulations and statutes governing the development of land and land uses.

4. A description of potential hazard mitigation options and measures,

including land use, development and construction standards and practices.

5. Recommendations and measures necessary to make sure that identified opportunities for hazard mitigation are adequately addressed.

E. State Hazard Mitigation Plan: Section 409 of the Stafford Act requires the state and affected local governments to prepare a hazard mitigation plan which evaluates the natural hazards within the disaster area(s) and recommends appropriate measures to reduce the risks from future disasters. This plan will include the following components:

1. An evaluation of the natural hazards in the disaster area.

2. A description and analysis of state and local hazard mitigation policies, programs.

3. Proposed hazard mitigation strategies, measures and actions designed to reduce or avoid long-term vulnerability to hazards.

4. A method for implementing, monitoring, evaluating and updating the plan on an annual basis.

F. Hazard Mitigation Plan Priorities: The state has developed an all-hazards hazard mitigation plan which examines the state's vulnerability to all natural disasters which may affect the state. The following is a summary of the highest priority strategies included in the plan.

1. Protecting critical facilities such as power, communications, water, sewer, transportation, health, medical, schools, police, security, fire and key businesses.

2. Increasing the amount of available shelter space so that the state's shelter deficit is alleviated and that existing and proposed shelter space adequately provides for community needs.

3. Repairing and retrofitting existing non-conforming use structures damaged as a result of disasters.

4. Developing a permanent State Hazard Mitigation and Recovery Team within the State of Florida that will meet on a continuing basis to establish Hazard Mitigation Policy.

5. Advocating the prevention of roof, window and door failures through enhancement of local government building codes and financial assistance to local governments.

6. Improving building inspection practices to ensure that all buildings are properly constructed and that variances are kept to a minimum.

7. Support the state building codes that provide a regulatory framework and an institutional framework for reviewing local government amendments to such a common building code.

8. Continuing to seek improvement to wind and flood design requirements for mobile homes and advocating installer certification requirements.

9. Encouraging local governments and state agencies to examine opportunities for acquisition of high hazard properties and for the relocation of damage-prone infrastructure.

10. Assisting local governments in the development of Post-disaster Redevelopment Plans pursuant to the requirements of Florida's growth management regulations.

11. Developing and refining post-disaster permitting procedures and, in particular, developing a "one stop" plan for consolidation and prioritization of local and state building requirements. Insurance companies also need to be involved in this process. State and local governments will be responsible for implementing the hazard mitigation measures and recommendations included in the plan. The designated County Hazard Mitigation Officer (CHMO) will be responsible for coordinating implementation activities with the State Hazard Mitigation Officer (SHMO) and for providing the SHMO with periodic updates on the status of mitigation measures. The SHMO will then be responsible for submitting annual progress reports to FEMA indicating the status of each recommendation and/or mitigation measure contained in the plan.

G. Damage Survey Report Process: Under the Public Assistance program, cost-effective hazard mitigation measures may be authorized for damaged facilities. The Federal Coordinating Officer (FCO) may authorize hazard mitigation measures that are necessary for compliance with codes and standards if the measures are in the public interest and the following conditions are met:

1. The mitigation measures will substantially reduce or eliminate the risk of recurring damage to the facility.

2. The measures reflect sound engineering and construction practices.

- 3. The measures are cost-effective.
- 4. Applicable environmental and floodplain management requirements

have been met. The SHMO will-work closely with the State Public Assistance Officer (SPAO), Hazard Mitigation Engineer and the State Public Assistance Inspection Teams to make sure that site specific recommendations for incorporating hazard mitigation measures into necessary repairs to damaged facilities are reflected on the DSR. This includes alternate projects if the SCO determines that the public interest would not be best served if the damaged facility was repaired, restored or replaced.

H. Long Range Reconstruction: Long-range reconstruction phase efforts focus on community redevelopment and restoring the economic viability of the disaster area(s). The reconstruction phase requires a substantial commitment of time and resources by both governmental and non-governmental organizations. Much of this commitment is beyond the scope of traditional emergency management activities and federal disaster programs. Such activities are most often the results of a catastrophic event that has caused substantial, long-term damages over a very large area. These efforts include, but are not limited to:

1. Long term restoration of public infrastructure and social services damaged by the emergency.

2. Re-establishment of an adequate supply of housing to replace that, which was destroyed.

- 3. Restoration of jobs that was lost.
- 4. Restoration of the economic base of the disaster area(s).

I. Post Disaster Redevelopment Plan: Pursuant to the State of Florida Growth Management Law (Chapter 163, Florida Statutes), Okaloosa County is required to develop a post disaster redevelopment plan which identifies:

1. Existing and proposed land use in the Coastal High Hazard Areas (CHHA).

- 2. Structures with a history of repeated damage in coastal storms.
- 3. Coastal and shore protection structures.

4. Infrastructure in the Coastal High Hazard Area (CHHA) and beach and dune conditions.

Measures that could be used to reduce exposure to hazards shall be analyzed, including relocation, structural modifications and public acquisition.

J. National Flood Insurance Program (NFIP)

1. Okaloosa County has developed a Local Mitigation Strategy. This plan identifies repetitive losses and methods to mitigate future losses.

2. Okaloosa County has a Hazard Mitigation Program for people with or without NFIP that live in a flood prone area. The county, in conjunction with FEMA, and the State of Florida EM, purchase properties in these flood vulnerable areas.

3. The following in a list of county municipalities status as it relates to the NFIP

CID	Community Name	County	Init FHBM Identified	Init FIRM Identified	Curr Eff Map Date	Reg-Emer Date	Tribal
120596#	CINCO BAYOU, TOWN OF	OKALOOSA COUNTY		07/03/85	12/06/02	07/03/85	No
120597#	CRESTVIEW, CITY OF	OKALOOSA COUNTY	05/22/70	07/01/77	12/06/02	02/03/93	No
125158#	DESTIN CITY OF	OKALOOSA COUNTY	05/22/70	07/01/77	12/06/02	07/06/88	No
120174#	FORT WALTON BEACH CITY OF	= OKALOOSA COUNTY	07/19/74	04/01/77	12/06/02	04/01/77	No
120337#	MARY ESTHER CITY OF	OKALOOSA COUNTY	06/27/75	07/03/85	12/06/02	07/03/85	No
120338#	NICEVILLE CITY OF	OKALOOSA COUNTY	09/05/75	07/18/85	12/06/02	07/18/85	No
120173#	OKALOOSA COUNTY	OKALOOSA COUNTY	08/28/70	07/01/77	12/06/02	07/01/77	No
120579#	SHALIMAR TOWN OF	OKALOOSA COUNTY	09/15/78	07/03/85	12/06/02	07/03/85	No
120176#	VALPARAISO CITY OF	OKALOOSA COUNTY	06/19/70	04/01/77	12/06/02	04/01/77	No
The City of Laurel Hill does not participate in the NFIP at this time							

K. Comprehensive Growth Management Plan: The Growth Management Department also has developed and administers the Comprehensive Management Plan. This plan designates and regulates land use, densities and access issues of interest to emergency management.

L. Mitigation Strategies

1. Provide Technical Assistance to County agencies and municipalities.

This addresses the education process of public officials and managers to the mitigation issues. Using public education methods, Emergency Management promotes the mitigation theme as a priority for development and planning issues within the county. Emergency Management staff integrates the mitigation theme in training seminars, public announcements and news releases.

2. Promote Multi-Hazard Mitigation Awareness: This promotes a general understanding within the general public of the concept of mitigation and the programs and needs to mitigate the effects of potential disasters. This information includes, building code standards, permitting

processes, funding programs available and technical advice.

# III. PRE-DISASTER HAZARD MITIGATION

The State of Florida Hazard Mitigation Programs are within the Bureau of Recovery and Mitigation of the Division of Emergency Management. Hazard mitigation is a continuous process in which several mitigation programs have been merged together into a single unit. This merging of mitigation programs helps institutionalize procedures to emphasize pre-disaster activities that mitigate the loss of life and property, as well as to identify potential post-disaster mitigation opportunities. This results in more focused programs, improved coordination and ultimately reduced costs for safer and healthier communities. The principle of ongoing mitigation programs and activities can be divided into two functional groups, pre- and post disaster. The primary pre-disaster programs are:

A. The National Flood Insurance Program - The National Flood Insurance Program provides flood insurance to communities that agree to implement landuse planning and construction requirements to reduce flood damage in their jurisdiction. These land-use and construction requirements apply to all new construction and substantial improvements to existing structures in the community's Special Flood Hazard Areas. The Bureau of Recovery and Mitigation provides technical assistance to the public and communities on the National Flood Insurance Program. The Bureau also performs periodic compliance reviews to ensure that minimum standards are being observed.

B. The Community Rating System - The Community Rating System is an integral part of the National Flood Insurance Program. The Community Rating System provides incentives to communities, through reduced flood insurance premiums, that go beyond the minimum flood plain management requirements established through the National Flood Insurance Program.

C. The Flood Mitigation Assistance Program - The State of Florida DEM Bureau of Recovery and Mitigation manages the Flood Mitigation Assistance Program. This program makes federal funds available pre-disaster to fund mitigation projects in communities participating in the National Flood Insurance Program. These funds have a 25 percent non-federal match requirement. The overall goal of the Flood Mitigation Assistance Program is to fund cost-effective measures that reduce or eliminate the long-term risk of flood damage to National Flood Insurance Program insurable structures. This is accomplished through the reduction of the number of repetitively or substantially damaged structures. The Bureau provides technical assistance under this program.

D. The Local Mitigation Strategy - The Bureau of Recovery and Mitigation participates in preparing and updating guidelines for local governments on developing a Local Mitigation Strategy; provides technical assistance to local governments to complete these strategies; coordinates with the Division of

Housing and Community Development and the Division of Community Planning on programs that support pre- and post-disaster activities (e.g., the Residential Construction Mitigation Program and a Resource Identification Funding Strategy).

E. The State Mitigation Strategy (409 Plan) - The Bureau of Recovery and Mitigation assists in the preparation and update of the State Mitigation Strategy. This document meets the federal requirement for a State Hazard Mitigation Plan (pursuant to Section 409 of the Stafford Act) and the Flood Mitigation Plan (pursuant to Section 553 of the National Flood Insurance Program Reform Act of 1994) while incorporating a strategic vision for hazard mitigation and long-term redevelopment. This document outlines the State's overall mitigation priorities.

F. The 404 Hazard Mitigation Grant Program - The Bureau of Recovery and Mitigation is the lead agency for preparing and updating the Hazard Mitigation Grant Program Administrative Plan (pursuant to Section 404 of the Stafford Act). This document meets the federal requirements for an administrative plan for the Hazard Mitigation Grant Program and provides the State funds equal to 15 percent of the total federal disaster expenditures in the aftermath of a Presidential Declared disaster. These funds have a 25 percent non-federal match requirement.

# IV. POST-DISASTER HAZARD MITIGATION

Post-disaster Mitigation activities at the Disaster Field Office require a well-orchestrated and coordinated effort among the various levels of governments. Under the Federal Response Plan, a Deputy Federal Coordinating Officer for Mitigation will be appointed for each Presidential Declared disaster. The Deputy Federal Coordinating Officer for Mitigation will have a staff composed of hazard mitigation and flood plain management specialists. One of the major tasks assigned to the Deputy Federal Coordinating Officer for Mitigation is to assure that mitigation disaster operations are integrated and unified with the State and local recovery efforts. The State Mitigation Officer, working under the direction of the Deputy State Coordinating Officer for Recovery should work in concert with the Deputy Federal Coordinating Officer for Mitigation to assure that the State is aware of and takes advantage of all available mitigation opportunities.

A. Service Delivery - The Bureau of Recovery and Mitigation is designated as the primary point of contact for the seven regions of the State. These regions correspond with the service delivery regions established for the Area Coordinators.

B. State Mitigation Officer - A State Mitigation Officer will be appointed by the Deputy State Coordinating Officer and will be responsible for implementing all post-disaster mitigation activities.

C. Mitigation Strategy Paper - The State Mitigation Officer coordinates with the Deputy Federal Coordinating Officer for Mitigation to develop a mitigation

strategy paper that will provide guidance in the use of State and federal funds for mitigation purposes.

D. State Hazard Mitigation Strategy Update - The State Mitigation Officer prepares an after action report listing recommended changes to the State Hazard Mitigation Strategy based on lessons learned from the disaster. This report provides information for the annual review and update of this document.

E. Hazard Mitigation Grant Program Administrative Plan Update - The State Mitigation Officer will review and revise the Hazard Mitigation Grant Program Administrative Plan after the disaster as necessary.

F. Local Mitigation Strategy Working Group – During post disasters, the county staff supporting ESFs (public works, building inspectors, emergency management, etc.) will conduct an assessment of damage and provide this information to the LMS Working Group (chairman or designated official). These results will be compiled and reviewed, then added to the local mitigation strategy. The LMS Working Group will meet shortly after the disaster (set by the chairman or designated official) to assess the information provided and update the Hazard Mitigation Strategy. They will meet as needed (set by the chairman or designated official) or annually as required.

# V. FUNDING

The Individual Assistance Hazard Minimization Program is designed to fund low cost activities that can be used to reduce future disaster losses to a residential structure. The minimization program offers grants to eligible homeowners based on 25 percent of the total Individual and Family Grant award received by the homeowner, for a maximum award of \$5,000.

A. Letter of Request - The State Mitigation Officer in coordination with the Deputy State Coordinating Officer for Mitigation will prepare a letter of request to participate in the Individual Assistance Minimization Program and will update the list of items for approval (800 series items) and costs.

B. Contractor's Briefings - The State Mitigation Officer will conduct a contractors briefing to inform the Individual Assistance inspectors to include 800 series items in their assessments wherever possible.

C. Mitigation Initiatives - Potential funding sources that will be used for mitigation initiatives include: The hazard mitigation grant program, community development block grants, the infrastructure program, FEMA technical assistance funding, flood mitigation assistance program, EMPA trust fund as applicable, the Florida Communities Trust, and the Florida Coastal Management Program.

## VI. PUBLIC ASSISTANCE PROGRAM

Section 406 of the Stafford Act provides for direct federal assistance for repairs and improvements to eligible damaged public facilities. Mitigation measures (improvements) must be identified in the Damage Survey Reports. The award of Section 406 hazard mitigation projects is at the discretion of the Federal Emergency Management Agency Regional Director.

The Okaloosa County Chief of Emergency Management shall act as the Α. coordinator between County agencies to include municipalities and other agencies that may qualify for public assistance. The Chief is responsible for preidentifying potential applicants for public assistance. The Chief is responsible for serving as the primary county representative during the kick-off meeting and the applicant's briefing. The Chief will not serve as the representative for each individual agency eligible for public assistance. Each agency eligible for public assistance will provide a representative to coordinate with State and Federal agencies. This identified individual will represent the agency for any public assistance requests made by the agency or project worksheets completed by the agency. The Chief will be responsible for ensuring agencies are informed of funding opportunities as they become available. Information of funding opportunities will be distributed by the Chief to agencies within the county that may be gualified to apply. The Chief will act as the county representative at the initial applicant's briefing. The Chief will be responsible for scheduling meetings such as kick-off and Applicant's briefings with the appropriate State of Florida Representatives. The Chief will then send invitations via email or direct telephone contact to all qualifying agencies with-in the county for attendance at the scheduled meetings. Match funding for mitigation projects that are directly managed by an Okaloosa County Department will come from that Departments budget or by BOCC approval from General Revenue funds.

- B. Supporting Agencies
  - The Contracts and Grants office under the Clerk of Courts has responsibility to monitor all grant contracts and ensure county agencies are complying with grant requirements, and filing appropriate paperwork as needed to support the mitigation activities. Will assume the role of county representative after the initial applicant's briefing. Will maintain all paperwork related to project work sheets and will have primary responsibility for entering PWs into the State of Florida system. Will serve as the primary contact for both State of Florida representatives and FEMA for reimbursement claims, reports, and paperwork completion as related to PWs. Will maintain any computer records to include databases and hardcopy files related to public assistance project worksheets.

- The Local Mitigation Strategy (LMS) Committee shall serve as the representative community group to oversee hazard mitigation activities within the county. The LMS committee will function in accordance with the procedures established by the local LMS plan.
- Public Works will provide damage assessment reports to the EOC identifying damage to public roadways and bridges that may qualify for public assistance. Based on the damage assessments Public Works will complete Project Worksheets and submit in accordance with State of Florida and FEMA requirements, and apply for Public Assistance funding during the applicant's brief. Public Works will also provide records on qualified debris removal for potential reimbursement from Federal and State of Florida funding sources.
- Facility Maintenance will provide damage assessment reports to the EOC identifying damage to public buildings that may qualify for public assistance. Based on the damage assessments Facility Maintenance will complete and submit Project Worksheets in accordance with State of Florida and FEMA requirements, and apply for Public Assistance funding during the applicant's brief.
- Incorporated areas within the county will provide damage assessment reports to the EOC that identify road, bridge, or structural damage to public infrastructure which may qualify for public assistance. Based on the damage assessments Individual incorporated areas will complete and submit Project Worksheets in accordance with State of Florida and FEMA requirements, and apply for Public Assistance funding during the applicant's brief.

C. Potential Public Assistance Applicants / Representatives – List of potential applicants will be maintained in both a hard copy and electronic version of this plan. Potential Public Assistance applicants will be invited to attend the Kick-off meeting and applicant's briefing. The applicant list will be updated at least annually prior to the beginning of each hurricane season. Public assistant applicants can include but are not limited to the following:

- County and Representatives:
  - Public Works, Director or designee will represent
  - Water & Sewer, Director or designee will represent
  - Facility Maintenance, Director or designee will represent
  - Contracts and Grants, Manager or designee
  - Public Safety, EM Chief or designee will represent
- Municipalities and Representatives:
  - City of Crestview, Public Works Director
  - City of Destin, Public Works Director
  - City of Fort Walton Beach, Public Works Director
  - City of Laurel Hill, City Manager

- City of Mary Esther, Public Works Director
- City of Niceville, Public Works Director
- Town of Shalimar, City Administrator
- o City of Valparaiso, Public Works Director
- Other Applicants:
  - Okaloosa County School Board, Facility Maintenance Director
  - Independent Fire Districts and or Departments, District/Department Chiefs
  - Fort Walton Beach Housing Authority, Director or designee
  - o Niceville Housing Authority, Director or designee
  - Crestview Housing Authority, Director or designee
  - o Okaloosa Gas District
  - o Independent Water Districts
- Non-Profits
  - o ARC
  - o Horizons
  - Catholic Charities
  - o Salvation Army

D. Inspector's Briefing - The State Mitigation Officer will conduct an inspectors briefing to ensure that joint State-Federal teams of Public Assistance Inspectors conducting damage assessments identify and include mitigation measures in Disaster Survey Reports wherever possible.

E. Applicant's Briefing - The State Mitigation Officer will attend the Public Assistance applicant briefings to inform eligible applicants of the mitigation opportunities available through the 406 Program. Growth Management and the LMS working group will provide a representative for the applicant briefing.

F. Technical Assistance to Public Assistance staff - The State Mitigation Officer will coordinate with the State Public Assistance Officer to provide technical assistance to Public Assistance engineers and review teams to help identify and maximize mitigation opportunities.

G. The Hazard Mitigation Grant Program - The State Mitigation Officer will administer the Hazard Mitigation Grant Program according to the procedures outlined in the Hazard Mitigation Grant Program Administrative Plan.

H. Completion of grant applications is the responsibility of the agency applying for the funds. Assistance with completing applications will be provided by Okaloosa County Emergency Management, but Emergency Management is not responsible for completing applications for applying agencies. All Okaloosa County agencies or Departments submitting grant applications must coordinate the grant package with the Clerk of Courts' Contracts and Grants office. Grants

and Contracts will review each application and is responsible for placing the application on the BOCC meeting agenda and filing the package with the correct agency, such as Federal or State, that ids offering the funding.

I. Submitting Public Assistance Requests – The Grants and Contracts office will file the request for public assistance (RPA) on the Florida PA website. Completion of project worksheets will be done with assistance from FEMA for all large projects. Small project worksheets may be completed solely by the applicant but it is recommended that this be done with FEMA assistance. Both FEMA and State of Florida representatives will sign off on completed project worksheets to the state. The State of Florida will load project worksheets into the Florida PA system.

J. Sub-grantee Guidelines

#### Subgrantee Reimbursement Guideline:

Applicant (Subgrantee) Reimbursement Guidelines Once the Funding Agreement has been fully executed and funds are available for disbursement.

All Projects: Project Worksheets (PWs) must have all reviews completed by both the State and FEMA before they are obligated for funding. These reviews include Historic, Mitigation, National Environmental Policy Act (NEPA) and any other special considerations that must be addressed before funding obligation and payments can proceed. The Funding Agreement between the Applicant (Subgrantee) and the State of Florida (Grantee) must also be fully executed before payments can be made.

**Small Projects:** All obligated Small Projects are processed automatically when funds have been obligated without additional actions required by the applicant. No Request for Reimbursement (RFR) or Request for Advance (RFA) form is required. Payments are contingent on the availability of funding and budgetary considerations.

Large Projects: Large Project funds are disbursed by completing and submitting a Request for Reimbursement (RFR) through the Florida PA Website. As work is completed the applicant must submit a Request for Reimbursement (RFR) through the Florida PA Web portal to be reimbursed for costs incurred. The Applicant must provide copies of the original invoice, evidence of payment (front and back of cancelled check) and/or other supporting documentation for each expense item entered in the RFR. Expenses for which reimbursement is requested must be covered in the scope of

work section of the specific Project Worksheet for which reimbursement is requested. Excel spreadsheets summarizing expenditures are not acceptable as a supporting document.

The Florida PA Web portal allows for scanned receipts or other documents to be uploaded and attached directly to the Request for Reimbursement. The Applicant should be prepared to upload the required documentation to expedite the reimbursement process. A Request for Reimbursement (RFR) is prepared individually for each large project (PW), with the actual incurred documented costs being claimed. All projects must be obligated (funded) before payment requests are processed; as payments cannot be processed through Florida PA on Non-Obligated projects. Payments are contingent on the availability of funding and budgetary considerations.

For the Close-out versions of Large Projects, a Request for Reimbursement must be processed for any overrun. The Close-Out version of the Project W<del>w</del>orksheet is considered acceptable supporting documentation for the request.

#### Subgrantee Advance Guideline:

Applicant (Subgrantee) Advance Funding Payment (AFP) Guidelines Once the Funding Agreement has been fully executed and funds are available for disbursement.

Recognizing that during times of disaster recovery, Applicants (Subgrantees) may require an Advance Funding Payment (AFP) to forestall cash flow difficulties while performing FEMA eligible work identified in the Scope of Work section of multiple Public Assistance Project Worksheets: The State of Florida Public Assistance Program has a process under which the Applicant (subgrantee) may request an Advanced Funding Payment (AFP). Review of Florida Statue 216.181 (16) (b) allows for Applicants to receive only one Advance Funding Payment (AFP) per funding agreement (declaration) and that "the amount that may be advanced shall not exceed the expected cash needs of the contractor or recipient within the initial 3 months." Applicants may request an Advance Funding Payment (AFP) for multiple project worksheets (PWs) through the Florida PA website, but advances for all projects must be combined into only one payment. Pursuant to guidance received by the Division of Emergency Management (DEM) from the Auditor General, each applicant is eligible to receive only one

Advanced Funding Payment (AFP) per declared disaster event.

In order to request an Advanced Funding Payment (AFP), the project worksheets for which funds are requested must be obligated, and the amount requested must not exceed the projected amount needed to fund the initial 90 days of work. "Thereafter, disbursements shall only be made on a reimbursement basis" (Florida Statue 216.181 (16) (b)).

Pursuant to the current State of Florida Funding Agreement template, the Applicant (Subgrantee) shall:

Certify to the State (Grantee) that Applicant (Subgrantee) has procedures in place to ensure that funds are disbursed to project vendors, contractors, and subcontractors without unnecessary delay;

The Applicant (Subgrantee) shall submit to the State (Grantee) a budget for completing the Project including a timeline supporting the request;

Complete a Request for Advance (RFA) and Schedule of Projected Expenditures (SOPE) through their account at Florida PA (www.floridapa.org), including statements justifying the advance and the proposed uses of the funds and specifying the specific amount of funds requested per vendor;

Applicant must pay over to State (Grantee) any interest earned on advances for remittance to the FEMA as often as practicable, but not later than ten (10) business days after the close of each calendar quarter;

Submit Requests for Reimbursement (RFRs) through their account at Florida PA (www.floridapa.org) within 90 days after receiving their Advance Payment. Requests for Reimbursement (RFRs) need to be prepared for each Project Worksheet included in the Advance Payment to account for all of the expenditures made while performing the eligible work documented in the Project Worksheets (PWs) for which the Advance was received. See the Florida PA Guide "Submitting a Request for Reimbursement".

The maximum advance allowed is the Obligated Federal Share portion of a project. Payments are contingent on the availability of funding and budgetary considerations.

Additionally, the Funding Agreement between the Applicant (Subgrantee) and the State of Florida (Grantee) must also be fully executed before payments can be made.

#### Subgrantee Appeals Guideline:

Applicant (Subgrantee) Appeals Guidelines for Adverse Decisions by FEMA.

General: The Appeals process is the opportunity for an Applicant to request reconsideration of adverse decisions regarding the eligibility of FEMA Public Assistance Grants. An Applicant may initiate an appeal through their account on Florida PA (www.floridapa.org) but then must follow up by sending in their original signed letter and supporting documentation to the address below.

The Applicant (subgrantee) must file an appeal with the Grantee, State of Florida Department of Economic Opportunity The appeal should be addressed to:

Florida Recovery Office State Public Assistance Lead DPAO 36 Skyline Drive Lake Mary, FL, 32746

The Applicant (Subgrantee) must file an appeal within 60 days of receipt of the notice of FEMA's determination that is being appealed. The State Public Assistance Office (Grantee) is responsible for reviewing and forwarding the Applicant's appeal to FEMA.

#### **First Appeal**

#### Applicant (Subgrantee):

The appeal must contain documentation supporting the Applicant's position that specifies the following:

Justification supporting the Applicant's appeal position.

Disaster Number(s).

Project Worksheet Number (PW), if applicable.

The monetary figure in dispute, if applicable.

The applicable provisions in Federal Law, regulation, or policy that the Applicant believes are inconsistent with FEMA's determination.

The Applicant must submit additional information, requested by the State (Grantee); so that the Grantee's can meet their 60-day deadline to forward the appeal to the FEMA Regional Director through the FEMA Federal Coordinating Officer (FCO).

#### State (Grantee):

Assign the appeal to a PA Planning Specialist; who will review and evaluate the appeal.

May request additional information from the Applicant.

Meet the 60-day deadline to forward the appeal to the FEMA Regional Director (RD) through the FEMA Federal Coordinating Officer (FCO).

#### FEMA (Grantor):

The FEMA Regional Director (RD) will review the first appeal within 90 days of receipt and will take one of the two following actions:

Render a decision on the appeal and notify the State (Grantee) of the decision; or

Request additional information from the Applicant through the Grantee for which the Applicant has 60 days to respond after which the RD will provide the first appeal decision within 90 days of receipt of the response.

If the Appeal is granted in whole or part, the RD will take appropriate actions, such as approving additional funding, etc.

#### Second Appeal

#### Applicant (Subgrantee):

If the Appeal is denied by the FEMA Regional Director (RD), the Applicant (Subgrantee) may submit a second appeal through the State (Grantee) within 60 days of receiving written denial notification.

#### State (Grantee):

The State (Grantee) must forward the second appeal with a written recommendation to the FEMA Regional Director (RD) within 60 days of receipt from the Applicant (Subgrantee).

#### FEMA (Grantor):

The FEMA Regional Director (RD) will review the second appeal and may request additional information.

The appeal will then be forwarded with the FEMA Regional Director's recommendation to the FEMA Executive Associate Director (EAD), typically within 30 days.

The FEMA Executive Associate Director (EAD) shall review the second appeal documentation and will render a decision within 90 days.

Following the receipt of the second appeal or

The receipt of requested additional information or

Following expiration of the period for providing the information

The Executive Associate Director (EAD) will notify the State (Grantee) in writing of the disposition of the appeal. The State (Grantee) will notify the Applicant (Subgrantee) in writing of the decision. If the appeal is granted, the FEMA Regional Director (RD) will take appropriate implementing action.

#### Subgrantee Time Extension Guideline:

Subgrantee (Applicant) Time Extension Guidelines; Required to Extend the Performance Period of the Subgrant (Project Worksheet).

The FEMA Public Assistance Grant program allows for a standard performance period to perform the eligible work associated with the Subgrant (Project Worksheet). The standard performance periods are: six months from the declaration date for emergency work (Category A & B), and eighteen months from the Declaration date for permanent work (Category C through G). Recognizing that there are circumstances that will delay the completion of a Project

(Subgrant) that are beyond the control of the Subgrantee (Applicant), the Grantor (FEMA) has provided for a mechanism to extend the performance period.

It is essential that the performance period of these Subgrants (Project Worksheets) be monitored and appropriately managed because the Federal Government (FEMA) may not reimburse otherwise eligible expenses incurred for work performed by the Subgrantee, if this work was performed outside of the approved performance period. The Grantee (State of Florida) has limited authority to extend the performance period of these Subgrants (Project Worksheets). The State may extend the performance period for emergency work for an additional six months (for a total of 12 months after the declaration date); and to extend the performance period for permanent work for an additional thirty (30) months (for a total of 48 months after the declaration date). Note: The performance periods are based upon the presidential declaration date and not upon the date when the specific Subgrant (Project Worksheet) was approved or obligated.

Requests by the Subgrantee (Applicant) for a time extension are processed through the FloridaPA web portal (www.floridapa.org) and should include identification of the project by PW number, the dates and provisions of any previous extensions granted for the particular project, a detailed justification of the need for the extension, and a projected completion date. The justification should be based on extenuating circumstances or unusual project requirements beyond the control of the Subgrantee (applicant) and the projected/actual milestones for the Subgrant (Project). If a Subgrantee (Applicant) requests a time extension beyond the limit of the Grantee's (State's) authority, the State will submit the request to the Regional Administrator (Region IV-Atlanta) for approval. Information to be contained in the request is the same as in a request submitted for Grantee (State) approval. The Regional Administrator will make a determination as to whether some or all of the requested extension should be granted and will inform the Grantee (State) in writing who, in turn, will inform the Subgrantee (Applicant).

FEMA only provides assistance (reimburses expenses) for those costs incurred up through the last day of the approved Performance Period of a particular project. However, the project must still be completed (according to the scope of

work and at the Subgrantee's expense) for any previously provided Federal funding to remain eligible for that project. If a project is not completed; all previously provided Federal funds, can be de-obligated, and would then need to be returned to FEMA. To ensure maximum eligibility of all expenses associated with a project, Subgrantees should request time extensions for all projects that are not complete prior to the end of their current performance period.

# Subgrantee Quarterly Reporting Guideline:

Subgrantee (Applicant) Quarterly Reporting is required for all large projects in order to comply with the State Funding Agreement and regulatory guidance (CFR 44) and to allow the Grantee (State of Florida) to provide accurate progress reports, as required, to the Grantor (FEMA). The quarterly reporting cycle is based upon the Federal Fiscal year which begins on October 1st and ends on September 30st.

The FEMA Public Assistance Grant program requires that the State of Florida provides the Regional Administrator (FEMA Region IV), timely and accurate information of the progress of all large Subgrants (PW's) for which final financial reconciliation has not been completed. The progress report required by FEMA includes:

• The status of the project, such as "in design" or "percentage of "construction completed".

- Time extensions granted, if any.
- A projected completion date.

• The amount of expenditures and amount of payment for each project.

• Any problems or circumstances that could delay the project or result in noncompliance with the conditions of the FEMA approval.

Quarterly reports must be submitted by the subgrantee through the FloridaPA Web Portal. The FloridaPA web portal opens up a window for quarterly reporting 30 days prior to the end of each quarter and extends it for 15 days into the new reporting period. This allows the subgrantee 45 days within which to complete the required quarterly reporting form for each large project that has not yet been fiscally closed by the State of Florida. Once the window for quarterly reports opens, the quarterly reports will trigger an *Item* that requires your *Attention* notification at the top of your *Welcome* page. As final payments are made, and the State of Florida closes a large project, that project is dropped from

the quarterly report.

Additionally; the State of Florida must ensure that it has secured sufficient budget authority to make Public Assistance Grant Payments to their Subgrantees and uses the quarterly reporting mechanism to derive the necessary budgetary data. Additional fields have been included in the Quarterly Report within the FloridaPA web portal to allow the Subgrantee to estimate expected expenditures that will result in the need for reimbursement payments through FY2014. Please complete these fields with your best estimate of the amount of money that you will be requesting from the State of Florida for reimbursement based upon the construction/payment schedule of your incomplete projects.

# VII. TECHNICAL ASSISTANCE

The State Mitigation Officer will designate staff to support mitigation outreach at established Disaster Recovery Centers. The State Mitigation Officer may establish and designate staff to provide technical assistance on mitigation to affected homeowners at Reconstruction Information Centers. These Reconstruction Information Centers may be established in conjunction with local building officials and may be located in the local building departments. Other support staff may include representatives from the State Department of Environmental Protection, the Federal Emergency Management Agency and other interested parties.

# VIII. LONG-TERM REDEVELOPMENT ACTIVITIES

The Division of Housing and Community Development, Long-Term Redevelopment Section administers a variety of programs that support pre-disaster, post-disaster and mitigation activities. These programs include, but are not limited to a residential construction mitigation program and a resource identification strategy. These programs are designed to help minimize the impact of disasters and to address local unmet needs identified after a disaster. The Administrator of the Long-Term Redevelopment Section is the primary point of contact for these programs.

# IX. STANDARD OPERATING PROCEDURES (SOP)

A. Each primary and supporting agency is encouraged and responsible for notifying the Growth Management (GM) Director or representative of potential mitigation projects it has encountered during a disaster. It is highly recommended such proposals be submitted in writing as quickly as possible following the recovery. The Growth Management Director can evaluate methods of funding mitigation actions at that time including use of PA, FEMA Hazard

Mitigation Grant Program (HMGP) or other fund sources. Mitigation projects and funding request will be coordinated with the county Emergency Management Division. The HMGP application process will be coordinated by GM and OCPS.

B. Based on the type of disaster, results of reports from the State Hazard Mitigation and Recovery Team (SHMART), any Interagency Hazard Mitigation Team (IHMT) and potential for and size of funding, the Growth Management Director with the Public Safety Director and in cooperation with the BOCC shall make broad recommendations for use of HMGP funds or other supplemental mitigative funds for use on public infrastructure. The PIO can be utilized to develop methods to request the public to contact the Okaloosa County Division of Emergency Management if they believe a public infrastructure project should be considered for mitigation funding. During post disasters, an assessment of damage will be conducted and combined with public inputs; OCPS will provide the information to the LMS Working Group (chairman or designated official). The LMS working group will identify possible mitigation projects with the data. Mitigation Projects will be tracked and updated by use of a Microsoft Excel database / spreadsheet.

C. A news release concerning any mitigation efforts will be generated through ESF - 14 Pubic Information. Referral on project proposals will be made to the Okaloosa County Division of Emergency Management and forwarded to the LMS working group.

D. Okaloosa County Public Safety will provide information to the public on disaster preparedness and mitigation activities thorough it's Ready Okaloosa program, radio advertisements and talk shows, public exhibitions and presentations.

E. Following a Presidential Disaster Declaration, the Governor's Authorized Representative will conduct "Kick-Off Meetings" for all potential applicants for public disaster assistance. The GAR will notify each applicant of the date, time and location of the briefing. Applicants will file a Notice of Interest. The Growth Management, Public Works, Water and Sewer, and Public Safety departments will participate in the Kick-Off meetings.

F. National Flood Insurance Program (NFIP)

1. Local Government NFIP Status

The following Okaloosa County local government jurisdictions participate in the NFIP:

Town of Cinco Bayou	(Community #120596)
City of Crestview	(Community #120597)
City of Destin	(Community #125158)
City of Fort Walton Beach	(Community #120174)

City of Mary Ester(Community #120337)City of Niceville(Community #120338)(Note: The community of Blue Water Bay is considered Niceville)Town of Shalimar(Community #120579)City of Valparaiso(Community #120176)

The City of Laurel Hill does not participate. (Community #120598)

Unincorporated Okaloosa County (Community #120173)

2. Interlocal Agreements/Mutual Aid

All local government jurisdictions in the county participate in the Statewide Mutual Aid Compact. In addition, other mutual aid agreements, including fire service agreements, are in place. Military installations in the county also participate in local mutual aid agreements.

E. Hazard Mitigation Program

Public infrastructure procedures and general methodologies are discussed above. This section discusses mitigation issues more closely related to areas outside of projects eligible for PA mitigation assistance.

1. Local Role of I-Team Process and Potential Site Visit Locations/Problems Areas of Recurrence.

Interagency Hazard Mitigation Team (I-Team) activities within Okaloosa County are coordinated by the I-Team leader through the Growth Management Director or his designee. Through this planning document, the State of Florida Division of Emergency Management Bureau of Recovery and Hazard Mitigation will notify the county regarding I-team activities planned within any portion of Okaloosa County.

In a catastrophic disaster, all portions of Okaloosa County might be affected. In certain events, however, only certain geographic portions of the county might be impacted where vulnerability to given disasters is high.

Residential and business structures within the Coastal High Hazard Area of Southern Okaloosa are vulnerable to storm surge and hurricane winds. These locations are found immediately along the coast of the Gulf of Mexico, Choctawhatchee Bay, and in other low-lying coastal areas. Communities where this can occur include: Wynnhaven, Florosa, Mary Ester, Ocean City, Wright, Cinco Bayou, Shalimar, Valparaiso, Niceville, Blue Water Bay, Seminole, Fort Walton Beach, and Destin. Special note should be given to Eglin Air Force Base and Hurlburt Field which are both

also located in this area.

Residential structures along any floodplain of creeks and rivers, especially:

The Black Water, Shoal, and Yellow rivers are vulnerable to minor to severe flooding (according to floor elevation and location within the floodplain). The most notable communities that are vulnerable include: Milligan, west and south Crestview, Silver Springs, Peaden, Yellow Bluff, and Dorcas.

Hazardous materials incidents are most likely to occur on I-10 and CSX Railroad in transit. Residents and businesses near I-10, SR85, SR90, SR98, SR20 or other major thoroughfares are vulnerable populations. Population centers are more vulnerable to fixed facility incidents due to the increased number of industrial facilities, water wells and wastewater facilities.

The county continues to participate in the NFIP program. Structures must be built above the 100-year base flood elevations within floodplains designated on FIRM.

As funding becomes available, existing residential structures built before NFIP standards could be elevated above the base flood elevation if structurally feasible.

Okaloosa County has adopted higher hurricane structural standards as mandated by the state. It was noted that, after Hurricanes Opal and Erin in 1995, a smaller number of newer structures received significant damage as compared to older structures.

2. General Mitigation Prioritization

Setting priorities for the use of mitigation services and funds is disaster dependant. This means such priorities will be based upon the scale of disaster, public infrastructure or private properties impacted, type of services made available and amount of funds allocated for use within the county by DEM, FEMA or other agencies. The Public Safety Director, Growth Management Director, and the Public Works Director, in cooperation with recommendations from DEM or other entities, will advise the BOCC on mitigation projects that should receive attention. The BOCC will decide upon projects based upon such information.

As funding is available, mitigation activities will occur in the county based upon occurrence of past damage in disasters or potential for damage.

Prioritization may also focus upon governmental policy regarding

reconstruction. The Public Safety Director will advise the BOCC concerning any consistent damage occurring in disasters and, in cooperation with other county departments or the state, recommend changes to policy or ordinances to the BOCC as appropriate.

3. Coordination with State Agencies Regarding Mitigation in the Post-Disaster Setting.

The Office of the Emergency Management will be the primary agency responsible for coordinating with the State of Florida DEM Bureau of Recovery and Mitigation.

Each local government has adopted the Florida Building Code. Inspections are performed by Okaloosa County in all local government jurisdictions, except the cities of Fort Walton Beach, Destin, Niceville, Valparaiso and Crestview.

Emergency permits may be issued for marine structures on state submerged lands. Blanket Permit numbers are issued by the Florida Department of Environmental Protection to allow owners of such structures to rebuild to pre-disaster conditions. Distribution of such permit information shall be distributed through ESF 14 - Public Information.

4. Updating Post-Disaster Redevelopment Plans and County Participation in Long-Term Redevelopment.

The Okaloosa County Growth Management Department is responsible for maintaining and updating of Post-Disaster Redevelopment Plans. Based upon the magnitude of disaster, successes and problems encountered during recovery, updating of documents relating to post-disaster recovery plans shall be accordingly made. Debriefings and a post-disaster evaluation are held by the Okaloosa County Division of Emergency Management in a nominal time period following a disaster. Information received from such debriefings and from comments provided by the public will be forwarded to the appropriate agency. Recommendations for adjustments to be made to Post-disaster Redevelopment Plans will be based upon such comments and provided to the BOCC for consideration and adoption.

Depending on the magnitude of a given disaster, redevelopment may take several weeks to several years. In the case of Hurricane Opal, federal, state and local efforts continued over four years after the event. Regardless of the time frame, Okaloosa County will participate in longterm redevelopment efforts for the benefit of its citizens, businesses, local governments and tourism visitors to ensure full recovery and to minimize future damages. Such participation may be through training, educational efforts, public information, insurance, construction, environmental or other

programs or task forces. Staff participation may be based on funding in order to provide full attention to long-term recovery problems.

# ANNEX IV

# **RESOLUTION NO. 15-** 167

#### A RESOLUTION ADOPTING THE COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

WHEREAS, Florida Administrative Rule 9G-6 sets forth the standards and requirements for local emergency management plans; and

WHEREAS, Florida Administrative Rule 9G-6 establishes the criteria for review of local emergency management plans; and

WHEREAS, Florida Administrative Rule 9G-6.006(10) requires that the county comprehensive emergency management plan be adopted by resolution of the local governing body before it becomes the Comprehensive Emergency Management Plan for such local government; and

WHEREAS, the Okaloosa County Comprehensive Emergency Management Plan has been reviewed by the State of Florida, Department of Community Affairs, Division of Emergency Management and declared to be in compliance with the terms of Chapter 9G-6, Florida Administrative Rule, except for adoption by local government; and

WHEREAS, Okaloosa County desires that its Comprehensive Emergency Management Plan be in compliance with State Administrative Rule;

NOW, THEREFORE BE IT RESOLVED, that Okaloosa County, a political subdivision of the State of Florida, through its Board of Commissioners, in a regular session assembled this date, does hereby declare that the Comprehensive Emergency Management Plan is adopted and authorized to be activated throughout Okaloosa County.

DULY PASSED AND ADOPTED in regular session this 1st day of September 2015.

BOARD OF COUNTY COMMISSIONERS OKALOOSA COUNTY, FLORIDA SEAL Nathan D. Boyles, Chairman

ATTEST:

JD PEACOCK II CLERK OF CIRCUIT COURT

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# Appendix 2

# Acronyms

ALOHA	Aerial Locations of Hazardous Atmospheres
ARC	American Red Cross. The ARC is a humanitarian organization of volunteers that provides relief to victims of disasters and helps educate the public on disaster preparedness. It operates under a Congressional Charter.
ARES	Amateur Radio Emergency Service
BCC	Board of County Commissioners
CAMEO	Computer-Aided Management of Emergency Operations, a computer program for use in hazardous materials operations
САР	Civil Air Patrol. A civilian auxiliary of the U.S. Air Force. The CAP provides assistance in Search & Rescue and disaster response.
CARE	Crisis Awareness and Referral in Emergencies
CEMP	Comprehensive Emergency Management Plan
CERT	Community Emergency Response Team
COE	U.S. Army Corps of Engineers
DAC	Disaster Assistance Center or Disaster Application Center. Replaced by DRCs.
Damage Assessment	The process used to appraise or determine the number of injuries and deaths, damage to public and private property, and the status of key facilities and services such as hospitals, fire and police stations, communications networks, water and sanitation systems, utilities, and transportation networks resulting from a man-made or natural disaster.
DCA	Department of Community Affairs, State of Florida
DEM	Division of Emergency Management, State of Florida

Disaster Field Office (DFO)	The office established in or near a designated Presidential declared disaster area to support Federal and State response and recovery operations.
Disaster Recovery Center (DRC)	These facilities are operated by FEMA and staffed by a variety of agencies that provide disaster relief to individuals. Setting up and supporting the DRC is a local government responsibility. The name may change from one event to the next or with a change in FEMA policies.
DMAT	Disaster Medical Assistance Team
DMORT	Disaster Mortuary Team
EAS	Emergency Alert System replaced the Emergency Broadcast System (EBS). A digital technology communications system consisting of broadcast stations and interconnecting facilities authorized by the Federal Communications Commission. The system provides Federal, State, and local officials the means to broadcast emergency information to the public before, during, and after disasters.
Emergency	Any occasion or instance – such as a hurricane, tornado, storm, flood, tidal wave, tsunami, sinkhole, snowstorm, fire, explosion, chemical accident, or any other natural or man- made calamity – that warrants action to save lives and to protect property, public health, and safety.
EMS	Emergency Medical Service
ЕМТ	Emergency Medical Technician
EOC	Emergency Operations Center. An EOC is a protected facility that provides space for local government agencies to coordinate emergency response operations. This is done during a significant event that requires several agencies to work together on an extended basis.
EOD	Explosive Ordnance Disposal
ESF	Emergency Support Function. A functional area of response activity established to facilitate the delivery of assistance required during the immediate response phase of a disaster

to save lives, protect property, maintain public health and safety, and reduce suffering.

FCO	Federal Coordinating Officer. The person appointed by the President to coordinate Federal assistance in a Presidentially declared emergency or disaster.
FDLE	Florida Department of Law Enforcement
FEMA	Federal Emergency Management Agency
FDOT	Florida Department of Transportation
FHP	Florida Highway Patrol
FIRM	Flood Insurance Rate Map
FMP	Florida Marine Patrol
FLNG	Florida National Guard
FRP	Federal Response Plan.
GIS	Geographic Information System
Governor's Authorized Representative	The person empowered by the Governor to execute, on behalf of the State, all necessary documents for disaster assistance.
Hazard Mitigation	Any action taken to reduce or eliminate the long-term risk to human life and property from hazards.
HAZMAT	Hazardous Materials. Any substance or material that when involved in an accident and released in sufficient quantities, poses a risk to people's health, safety, and/or property. These substances include explosives, radioactive materials, flammable liquids or solids, combustible liquids or solids, poisons, oxidizers, toxins, and corrosive materials.
IC	Incident Commander
ICS	Incident Command System

IDLH	Immediately Dangerous to Life and Health, a derived concentration of a hazardous chemical; the level at which an average healthy person would suffer
IED	Improvised Explosive Device
IND	Improvised Nuclear Device
JIC	Joint Information Center. A central point of contact for all news media for dissemination of public information from Federal, State, and local response agencies.
LEPC	Local Emergency Planning Committee
LOC	Level of Concern, which is equal to one-tenth of the IDLH value for a hazardous chemical
MOU	Memorandum of Understanding
MSDS	Material Safety Data Sheet
NBC	Nuclear, Biological, Chemical
NDMS	National Disaster Medical System
NFIP	National Flood Insurance Program
NIMS	National Incident Management System
NOAA	National Oceanographic and Atmospheric Administration
NWS	National Weather Service
OCPS	Okaloosa County Public Safety. Includes the functions of EMS, Emergency Management, and 911.
OCSO	Okaloosa County Sheriff's Office
PAWS	Panhandle Animal Welfare Service
PDA	Preliminary Damage Assessment
PHS	Public Health Service
PHU	Public Health Department

PIO	Public Information Officer
RIAT	Rapid Impact Assessment Team
SAR	Search and Rescue
SARA	Superfund Amendments and Reauthorization Act
SERC	State Emergency Response Commission
SERT	State Emergency Response Team
Shelter	A facility set up to provide temporary housing for groups of evacuees or disaster victims who are unable to continue their living arrangements in separate family units. The term "shelter" does not constitute any warranty of safety or a particular level of service, both of which are subject to circumstances of the emergency and availability of resources.
SOP	Standard Operating Procedures. A set of instructions constituting a directive, covering those features of operations which lend themselves to a definite, step-by-step process of accomplishment. SOPs supplement Emergency Operations Plans by detailing and specifying how assigned tasks are carried out.
State Co-	
ordinating Officer (SCO)	The person appointed by the Governor to coordinate State response and recovery activities with the Federal Government.
TIP	Trauma Intervention Program
USCG	U.S. Coast Guard
USDA	U.S. Department of Agriculture
US&R	Urban Search and Rescue
USGS	U.S. Geological Survey
VFD	Volunteer Fire Department
VOAD	Volunteer Organizations Active in Disaster

Warning	For Severe Thunderstorms and tornadoes, the NWS issues warnings when such a system has been observed by radar or human observers. For hurricanes, the NWS issues warnings when the area is expected to suffer hurricane effects within approximately 24 hours. For river flooding, the NWS issues warnings when hydrometeorological data indicates that a river will rise to or above its flood stage.
Watch	For hurricanes, the NWS issues a watch when an area may suffer the effects of a hurricane in approximately 36-48 hours. For other weather conditions, the NWS issues watches when conditions are favorable for development of

the phenomena; i.e.; severe thunderstorm or tornado.

# Appendix IV-3

For the purposes of the NIMS, the following terms and definitions apply:

**Agency**: A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

**Agency Representative**: A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

**Area Command (Unified Area Command)**: An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.

**Assessment**: The evaluation and interpretation of measurements and other information to provide a basis for decision-making.

**Assignments**: Tasks given to resources to perform within a given operational period that are based on operational objectives defined in the IAP.

**Assistant**: Title for subordinates of principal Command Staff positions. The title indicates a level of technical capability, qualifications, and responsibility subordinate to the primary positions. Assistants may also be assigned to unit leaders.

**Assisting Agency**: An agency or organization providing personnel, services, or other resources to the agency with direct responsibility for incident management. See also Supporting Agency.

**Available Resources**: Resources assigned to an incident, checked in, and available for a mission assignment, normally located in a Staging Area.

**Branch**: The organizational level having functional or geographical responsibility for major aspects of incident operations. A branch is organizationally situated between the section and the division or group in the Operations Section, and between the section and units in the Logistics Section. Branches are identified by the use of Roman numerals or by functional area.

**Chain of Command**: A series of command, control, executive, or management positions in hierarchical order of authority.

**Check-In**: The process through which resources first report to an incident. Check-in locations include the incident command post, Resources Unit, incident base, camps, staging areas, or directly on the site.

**Chief**: The ICS title for individuals responsible for management of functional sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established as a separate section).

**Command**: The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.

**Command Staff**: In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

**Common Operating Picture**: A broad view of the overall situation as reflected by situation reports, aerial photography, and other information or intelligence. Communications Unit: An organizational unit in the Logistics Section responsible for providing communication services at an incident or an EOC. A Communications Unit may also be a facility (e.g., a trailer or mobile van) used to support an Incident Communications Center.

**Cooperating Agency**: An agency supplying assistance other than direct operational or support functions or resources to the incident management effort.

**Coordinate**: To advance systematically an analysis and exchange of information among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.

**Deputy**: A fully qualified individual who, in the absence of a superior, can be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy can act as relief for a superior and, therefore, must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff, and Branch Directors.

**Dispatch**: The ordered movement of a resource or resources to an assigned operational mission or an administrative move from one location to another.

**Division**: The partition of an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the manageable span of control of the Operations Chief. A division is located within the ICS organization between the branch and resources in the Operations Section.

**Emergency**: Absent a Presidentially declared emergency, any incident(s), human-caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means 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 Operations Centers (EOCs)**: The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., Federal, State, regional, county, city, tribal), or some combination thereof.

**Emergency Operations Plan**: The "steady-state" plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.

**Emergency Public Information**: Information that is disseminated primarily in anticipation of an emergency or during an emergency. In addition to providing situational information to the public, it also frequently provides directive actions required to be taken by the general public.

**Emergency Response Provider**: Includes Federal, State, local, and tribal emergency public safety, law enforcement, emergency response, emergency medical (including hospital emergency facilities), and related personnel, agencies, and authorities. See Section 2 (6), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002). Also known as Emergency Responder.

**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.

**Event**: A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts, or sporting events.

Federal: Of or pertaining to the Federal Government of the United States of America.

**Function**: Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics, and Finance/Administration. The term function is also used when describing the activity involved, e.g., the planning function. A sixth function, Intelligence, may be established, if required, to meet incident management needs.

**General Staff**: A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief.

**Group**: Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. Groups, when activated, are located between branches and resources in the Operations Section. (See Division.)

**Hazard**: Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

**Incident**: An occurrence or event, natural or human-caused, that requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

**Incident Action Plan**: An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

**Incident Command Post (ICP)**: The 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 and is normally identified by a green rotating or flashing light.

**Incident Command System (ICS)**: A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

**Incident Commander (IC)**: The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the 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 Management Team (IMT)**: The IC and appropriate Command and General Staff personnel assigned to an incident.

**Incident Objectives**: Statements of guidance and direction necessary for selecting appropriate strategy(s) and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow strategic and tactical alternatives.

Initial Action: The actions taken by those responders first to arrive at an incident site.

Initial Response: Resources initially committed to an incident.

**Intelligence Officer**: The intelligence officer is responsible for managing internal information, intelligence, and operational security requirements supporting incident management activities. These may include information security and operational security activities, as well as the complex task of ensuring that sensitive information of all types (e.g., classified information, law enforcement sensitive information, proprietary information, or export-controlled information) is handled in a way that not only safeguards the information, but also ensures that it gets to those who need access to it to perform their missions effectively and safely.

**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 Information System (JIS): Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the IC; advising the IC concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

**Jurisdiction**: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, State, or Federal boundary lines) or functional (e.g., law enforcement, public health).

**Liaison**: A form of communication for establishing and maintaining mutual understanding and cooperation.

**Liaison Officer**: A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

**Local Government**: A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization, or in Alaska a Native village or Alaska Regional Native Corporation; a rural community, unincorporated town or village, or other public entity. See Section 2 (10), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

**Logistics**: Providing resources and other services to support incident management. Logistics Section: The section responsible for providing facilities, services, and material support for the incident.

**Major Disaster**: As defined under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5122), a major disaster is 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, tribes, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

**Management by Objective**: A management approach that involves a four-step process for achieving the incident goal. The Management by Objectives approach includes the following: establishing overarching objectives; developing and issuing assignments, plans, procedures, and protocols; establishing specific, measurable objectives for various incident management functional activities and directing efforts to fulfill them, in support of defined strategic objectives; and documenting results to measure performance and facilitate corrective action.

**Mitigation**: The 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 may be implemented prior to, during, or after an incident. Mitigation measures are often informed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

**Mobilization**: The process and procedures used by all organizations—Federal, State, local, and tribal for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

**Multi-agency Coordination Entity**: A multi-agency coordination entity functions within a broader multiagency coordination system. It may establish the priorities among incidents and associated resource allocations, deconflict agency policies, and provide strategic guidance and direction to support incident management activities.

**Multi-agency Coordination Systems**: Multi-agency coordination systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of multi-agency coordination systems include facilities, equipment, emergency operation centers (EOCs), specific multi-agency coordination entities, personnel, procedures, and communications. These systems assist agencies and organizations to fully integrate the subsystems of the NIMS.

**Multi-jurisdictional Incident**: An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

**Mutual-Aid Agreement**: Written agreement between agencies and/or jurisdictions that they will assist one another on request, by furnishing personnel, equipment, and/or expertise in a specified manner.

**National**: Of a nationwide character, including the Federal, State, local, and tribal aspects of governance and polity.

**National Disaster Medical System**: A cooperative, asset-sharing partnership between the Department of Health and Human Services, the Department of Veterans Affairs, the Department of Homeland Security, and the Department of Defense. NDMS provides resources for meeting the continuity of care and mental health services requirements of the Emergency Support Function 8 in the Federal Response Plan.

**National Incident Management System**: A system mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments; the private-sector, and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; multi-agency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources. National Response Plan: A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan.

**Nongovernmental Organization**: An entity with an association 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. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

**Operational Period**: The time scheduled for executing a given set of operation actions, as specified in the Incident Action Plan. Operational periods can be of various lengths, although usually not over 24 hours.

**Operations Section**: The section responsible for all tactical incident operations. In ICS, it normally includes subordinate branches, divisions, and/or groups.

**Personnel Accountability**: The ability to account for the location and welfare of incident personnel. It is accomplished when supervisors ensure that ICS principles and processes are functional and that personnel are working within established incident management guidelines.

**Planning Meeting**: A meeting held as needed prior to and throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. For larger incidents, the planning meeting is a major element in the development of the Incident Action Plan (IAP).

**Planning Section**: Responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the IAP. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.

**Preparedness**: The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources. Within the NIMS, preparedness is operationally focused on establishing guidelines, protocols, and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.

**Preparedness Organizations**: The groups and fora that provide interagency coordination for domestic incident management activities in a nonemergency context. Preparedness organizations can include all agencies with a role in incident management, for prevention, preparedness, response, or recovery activities. They represent a wide variety of committees, planning groups, and other organizations that meet and coordinate to ensure the proper level of planning, training, equipping, and other preparedness requirements within a jurisdiction or area.

**Prevention**: Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

**Private Sector**: Organizations and entities that are not part of any governmental structure. It includes forprofit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations (PVO). Processes: Systems of operations that incorporate standardized procedures, methodologies, and functions necessary to provide resources effectively and efficiently. These include resource typing, resource ordering and tracking, and coordination.

**Public Information Officer**: A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

**Publications Management**: The publications management subsystem includes materials development, publication control, publication supply, and distribution. The development and distribution of NIMS materials is managed through this subsystem. Consistent documentation is critical to success, because it ensures that all responders are familiar with the documentation used in a particular incident regardless of the location or the responding agencies involved.

**Qualification and Certification**: This subsystem provides recommended qualification and certification standards for emergency responder and incident management personnel. It also allows the development of minimum standards for resources expected to have an interstate application. Standards typically include training, currency, experience, and physical and medical fitness.

**Reception Area**: This refers to a location separate from staging areas, where resources report in for processing and out-processing. Reception Areas provide accountability, security, situational awareness briefings, safety awareness, distribution of IAPs, supplies and equipment, feeding, and bed down.

**Recovery**: The development, coordination, and execution of service- and site-restoration plans; the reconstitution of government operations and services; individual, private- sector, nongovernmental, and public-assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post-incident reporting; and development of initiatives to mitigate the effects of future incidents.

**Recovery Plan**: A plan developed by a State, local, or tribal jurisdiction with assistance from responding Federal agencies to restore the affected area.

**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 EOC.

**Resource Management**: Efficient incident management requires a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management under the NIMS includes mutual-aid agreements; the use of special Federal, State, local, and tribal teams; and resource mobilization protocols.

**Resources Unit**: Functional unit within the Planning Section responsible for recording the status of resources committed to the incident. This unit also evaluates resources currently committed to the incident, the effects additional responding resources will have on the incident, and anticipated resource needs.

**Response**: Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

**Safety Officer**: A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring personnel safety.

**Section**: The organizational level having responsibility for a major functional area of incident management, e.g., Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established). The section is organizationally situated between the branch and the Incident Command.

**Span of Control**: The number of individuals a supervisor is responsible for, usually expressed as the ratio of supervisors to individuals. (Under the NIMS, an appropriate span of control is between 1:3 and 1:7.)

**Staging Area**: Location established where resources can be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.

**State**: When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See Section 2 (14), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

**Strategic**: Strategic elements of incident management are characterized by continuous long-term, highlevel planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities; the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness. **Strike Team**: A set number of resources of the same kind and type that have an established minimum number of personnel.

Strategy: The general direction selected to accomplish incident objectives set by the IC.

**Supporting Technologies**: Any technology that may be used to support the NIMS is included in this subsystem. These technologies include orthophoto mapping, remote automatic weather stations, infrared technology, and communications, among various others.

**Task Force**: Any combination of resources assembled to support a specific mission or operational need. All resource elements within a Task Force must have common communications and a designated leader.

**Technical Assistance**: Support provided to State, local, and tribal jurisdictions when they have the resources but lack the complete knowledge and skills needed to perform a required activity (such as mobile-home park design and hazardous material assessments).

**Terrorism**: Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

Threat: An indication of possible violence, harm, or danger.

**Tools**: Those instruments and capabilities that allow for the professional performance of tasks, such as information systems, agreements, doctrine, capabilities, and legislative authorities.

**Tribal**: Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 stat. 688) [43 U.S.C.A. and 1601 et seq.], that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

**Type**: A classification of resources in the ICS that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3, or 4, respectively, because of size; power; capacity; or, in the case of incident management teams, experience and qualifications.

**Unified Area Command**: A Unified Area Command is established when incidents under an Area Command are multi-jurisdictional. (See Area Command.)

**Unified Command**: An application of ICS 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 UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single IAP.

**Unit**: The organizational element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.

**Unity of Command**: The concept by which each person within an organization reports to one and only one designated person. The purpose of unity of command is to ensure unity of effort under one responsible commander for every objective.

**Volunteer**: For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation, or receipt of compensation for services performed. See, e.g., 16 U.S.C. 742f(c) and 29 CFR 553.101.

### INCIDENT COMMANDER CHECKLIST

#### ORGANIZATION

The Incident Commander is responsible for the overall management of all incident activities, including the development and implementation of strategy, and for approving the ordering and release of resources. In multi-jurisdictional incidents, the duties of the Incident Commander may be carried out by a unified command established jointly by the agencies that have direct jurisdictional or functional responsibility for the incident. In those single-jurisdiction incidents where assisting agencies have significant resources committed, the responsible agency may establish a unified command at the incident command level, or place assisting agency personnel in key positions within the organizational structure. The Incident Commander may have a deputy. The deputy's responsibilities will be as delegated by the Incident Commander.

#### **ASSUMPTION OF COMMAND**

Taking over the command of the incident requires that the Incident Commander obtain a complete and up-to-date incident briefing. This can only be accomplished if the individual who is relinquishing command can bring the new commander up to date on what the situation is at the time of the briefing. Therefore, it is important that the commander being relieved prepares the Incident Briefing (ICS Form 201 or local form) as completely as possible for the new commander.

The Incident Commander will assume command of an incident after the overall situation is reviewed. Prior to the briefing, the outgoing Incident Commander must ensure that sufficient resources have been ordered. He or she must also ensure that a designated individual is left in charge while he or she is briefing the incoming Incident Commander.

# ICS CHECKLISTS

## INCIDENT COMMANDER CHECKLIST

**Instructions:** The checklist below presents the minimum requirements for all Incident Commanders. Note that some activities are one-time actions, while others are ongoing or repetitive for the duration of an incident.

COMPLETED/ NOT APPLICABLE	TASKS			
	Obtain an incident briefing and Incident Briefing Form (ICS Form 201) from the prior Incident Commander.			
	Assess the incident situation.			
	Determine incident goals and strategic objectives.			
	Establish the immediate priorities.			
	Establish an Incident Command Post.			
	Conduct the initial briefing.			
	Activate elements of the Incident Command System, as required.			
	Brief the command staff and section chiefs.			
	Ensure that planning meetings are conducted.			
	Approve and authorize the implementation of the incident action plan.			
	Ensure that adequate safety measures are in place.			
	Determine information needs and inform command personnel.			
	Coordinate staff activity.			
	Coordinate with key people and officials.			
	Manage incident operations.			
	Approve requests for additional resources and requests for release of resources.			
	Approve the use of trainees at the incident.			
	Authorize release of information to the news media.			
	Ensure that the Incident Status Summary (ICS Form 209 or local form) is completed and forwarded to the dispatch center(s).			
	Approve a plan for demobilization.			
	Release resources and supplies.			

The major responsibilities of the Incident Commander are listed below. Following each are tasks for implementing the responsibility.

RESPONSIBILITY	TASKS		
Conduct Initial Briefing	Obtain and review the Incident Briefing Form (ICS Form 201 or local form) with the Incident Commander.		
	Meet with the prior Incident Commander (as appropriate) and selected staff available at that time.		
	Review and/or prepare plans for the use of on-scene and allocated resources scheduled to arrive before the next planning meeting.		
Set Up Required Organization	Confirm the dispatch and/or arrival of requested organizational elements.		
Elements	Hold a briefing and assign work tasks to general and command staffs. This briefing should include:		
	<ul> <li>The contents of the Incident Briefing Form.</li> </ul>		
	<ul> <li>A summary of the incident organization.</li> </ul>		
	<ul> <li>A review of current incident activities.</li> </ul>		
	<ul> <li>A summary of resources already dispatched.</li> </ul>		
	<ul> <li>The time and location of the first planning meeting.</li> </ul>		
	<ul> <li>Special instructions, including specific delegation of authority to carry out particular functions.</li> </ul>		
	Reassign the prior Incident Commander to a position within the incident organization (as appropriate).		
	Request required additional resources through normal dispatch channels.		
	Notify the Resources Unit of the command and general staff organizational elements activated, including the name of the person assigned to each position.		

RESPONSIBILITY		TASKS
Ensure Planning		Schedule a meeting time and location.
Meetings are Conducted		Notify the attendees, including:
		<ul> <li>Prior Incident Commander (required at first general planning meeting).</li> </ul>
		Command and general staffs.
		<ul> <li>Others as desired (e.g., communications, resources, and Situation Unit and Operations Branch Directors).</li> </ul>
		Develop the general objectives for the incident action plan.
		Participate in the development of the incident action plan for the next operational period.
		Participate in the preparation of logistics services and support requirements associated with the incident action plan (e.g., the communications plan).
		Review safety considerations with the Safety Officer.
		Summarize the decisions made about the:
		General strategy selected.
		<ul> <li>Control objectives selected for the next operational period.</li> </ul>
		<ul> <li>Resources required.</li> </ul>
		<ul> <li>Service and support requirements.</li> </ul>
Approve and	No	te: In some instances, there tasks may be done orally.
Authorize Implementation of		Review the incident action plan for completeness and accuracy.
the Incident action plan		Make any required changes and authorize the release of the plan.
Determine		Identify any special information desired from each section chief.
Information Needs from Staff		Prepare information item lists for each section and command staff element (as appropriate).
		Provide lists to appropriate personnel or facility. (Note: This may be done orally in some situations.)

RESPONSIBILITY	TASKS	
Manage Incident Operations	Review information concerning significant changes in the status of the situation, predicted incident behavior, weather, or status of resources.	
	Review modification to the current incident action plan received from the Operations Section Chief.	
	Identify any major changes to incident operations which are required immediately.	
Approve	Review requests for additional resources.	
Requests for Additional Resources	Determine the condition and advisability of activating out-of-service resources.	
	Have the Planning Section Chief provide a list of resources for reassignment if out-of-service resources are to be activated. Include the time needed, reporting location, and to whom to report.	
	To obtain additional resources from off the incident, direct the Logistics Section Chief to forward the request through normal channels.	
Authorize Information	Review materials submitted by the Information Officer for release to the news media.	
Release	Check information release policies and constraints with involved jurisdiction officials.	
	Authorize the release of the final copy.	
Report Incident Status	Have the Incident Status Summary Report (ICS Form 209 or local form) prepared.	
	Ensure that the incident status summary is submitted to local agency dispatch centers, as required.	
Approve Demobilization	Review recommendations for the release of resources and supplies from the Demobilization Unit.	
Planning	Schedule a demobilization planning meeting.	
	Ensure that current and future resource and supply requirements have been closely estimated.	
	Establish general service and support requirements.	
	Modify specific work assignments for general and command staff, as required.	
	Summarize the actions to be taken.	
	Have the Planning Section Chief document the demobilization plan.	

RESPONSIBILITY	TASKS
Coordinate Staff Activity	Periodically check the progress on assigned tasks of Logistics, Planning, Operations, and Finance/Administration Sections, as well as command staff personnel.
	Ensure that the general welfare and safety of personnel is adequate.
	Notify the Resources Unit of changes to the command or general staff organization, including the name of the person assigned to each position.
Release Resources and Supplies	Review recommendations for any release of resources and supplies from the general staff.
	Approve release recommendations.
	Ensure that local agency dispatch centers are notified of the intended release.
	Direct the Planning Section Chief to prepare an assignment list for the release of resources.
	Direct the Logistics Section Chief to release supplies.

### INFORMATION OFFICER CHECKLIST

#### RESPONSIBILITIES

The Information Officer, a member of the command staff, is responsible for the collection and release of information about the incident to the news media and other appropriate agencies and organizations. The Information Officer reports to the Incident Commander.

**Instructions:** The checklist below presents the minimum requirements for Information Officers. Note that some items are one-time actions, while others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS			
	Contact the jurisdictional agency to coordinate public information activities.			
	Establish a Joint Information Center (JIC), whenever possible.			
	Determine from the Incident Commander if there are any limits on information release.			
	Arrange for necessary work space, materials, telephones, and staffing.			
	Obtain copies of the Incident Commander's Situation Status Summary Report (ICS Form 209 or local form).			
	Prepare an initial information summary as soon as possible after arrival.			
	Observe constraints on the release of information imposed by the Incident Commander.			
	Obtain approval for information release from the Incident Commander.			
	Release news to the media and post information at the Incident Command Post and other appropriate location(s).			
	Attend meetings between the media and incident personnel.			
	Arrange for meetings between the media and incident personnel.			
	Provide escort service to the media and VIPs.			
	Provide protective clothing for the media and VIPs (as appropriate).			
	Respond to special requests for information.			
	Maintain the unit log (ICS Form 214 or local form).			

### INFORMATION OFFICER MAJOR RESPONSIBILITES AND TASKS

The major responsibilities of the Information Officer are listed below. Following each are tasks for implementing the responsibility.

RESPONSIBILITY		TASKS	
Identify Information Officer Activities		Contact the jurisdiction's responsible agency to determine what other external public information activities are being performed for this incident.	
		Establish the coordination of information acquisition and dissemination.	
		Compile the information, and maintain records.	
Establish an Information Center as Required		Establish an information center adjacent to the Incident Command Post area where it will not interfere with Incident Command Post activities.	
		Contact the Facilities Unit for any support required to set up the information center.	
Prepare a Press Briefing	<ul> <li>Obtain from the Incident Commander any constraints or release of information.</li> </ul>		
		Select the information to be released (e.g., the size of the incident, the agencies involved, etc.).	
		Prepare the material for release (obtained from the Incident Briefing [ICS Form 201 or local form], Situation Unit status reports, etc.).	
		Obtain the Incident Commander's approval for release. (Note: The Incident Commander may give blanket release authority.)	
		Release the information for distribution to the news media.	
		Release the information to press representatives at the joint information center (JIC).	
		Post a copy of all information summaries in the Incident Command Post area and at other appropriate incident locations (e.g., base, camps, etc.).	

### INFORMATION OFFICER MAJOR RESPONSIBILITES AND TASKS

RESPONSIBILITY		TASKS
Collect and Assemble Incident		Obtain the latest situation status and fire behavior prediction information from the appropriate Situation Unit Leader.
Information		Observe incident operations.
		Hold discussions with incident personnel.
		Identify special event information (e.g., evacuations, injuries, etc.).
		Contact external agencies for additional information.
		Review the current incident action plan (ICS Form 202 or local form).
		Repeat the above procedures as necessary to satisfy media needs.
Provide Liaison between Media and		Receive requests from the media to meet with incident personnel and vice versa.
Incident Personnel		Identify the parties involved in the request (e.g., the Incident Commander for TV interviewers, etc.).
		Determine if policies have been established to handle requests, and, if so, proceed accordingly.
		Obtain any required permission to satisfy a request (i.e., the Incident Commander's).
		Fulfill the request or advise the requesting party of the inability to do so, as the case may be.
		Coordinate as necessary with the Incident Commander for news media flights into the incident area.
Respond to Special		Receive request for information.
Requests for Information		Determine if the requested information is currently available, and, if so, provide it to the requesting party.
		Determine if currently unavailable information can be reasonably obtained by contacting incident personnel.
		Assemble the desired and/or available information, and provide it to the requesting party.
Maintain the Unit Log	<ul> <li>Record the Information Officer's actions on the unit log Form 214 or local form).</li> </ul>	
		Collect and transmit information summaries and unit logs to the Documentation Unit at the end of each operational period.

## SAFETY OFFICER CHECKLIST

### RESPONSIBILITIES

The Safety Officer, a member of the command staff, is responsible for monitoring and assessing hazardous and unsafe situations and developing measures for assuring personnel safety. The Safety Officer will correct unsafe acts or conditions through the regular line of authority, although he or she may exercise emergency authority to stop or prevent unsafe acts when immediate action is required. The Safety Officer maintains an awareness of active and developing situations, approves the medical plan, and includes safety messages in each incident action plan. The Safety Officer reports to the Incident Commander.

**Instructions:** The checklist below presents the minimum requirements for Safety Officers. Note that some items are one-time actions, while others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS			
	Obtain an incoming briefing from the Incident Commander.			
	Identify hazardous situations associated with the incident.			
	Participate in planning meetings.			
	Review the incident action plan.			
	Identify potentially unsafe situations.			
	Exercise emergency authority to stop and prevent unsafe acts.			
	Investigate accidents that have occurred within the incident area.			
	Assign assistants as needed.			
	Review and approve the medical plan (ICS Form 206 or local form).			
	Maintain the unit log (ICS Form 214 or local form).			

### SAFETY OFFICER MAJOR RESPONSIBILITIES AND TASKS

The major responsibilities of the Safety Officer are listed below. Following each are tasks for implementing the responsibility.

RESPONSIBILITY	TASKS
Obtain a Briefing from the Incident Commander	<ul> <li>Receive a briefing from the Incident Commander to obtain:</li> </ul>
	<ul> <li>Relieved Incident Commander's Incident Briefing (ICS Form 201 or local form).</li> </ul>
	<ul> <li>Summary of the incident organization.</li> </ul>
	<ul> <li>Special instructions.</li> </ul>
	<ul> <li>Obtain a copy of the incident action plan from the Incident Commander.</li> </ul>
Identify Hazardous Situations Associated with the Incident	<ul> <li>Identify and resolve unsafe situations in the incident area (e.g., unsafe sleeping areas, absence of protective clothing etc.).</li> </ul>
Environment Prior to First Planning Meeting	<ul> <li>Compile and record hazardous and potentially hazardous situations for presentation at the planning meeting.</li> </ul>
Attend the Planning Meeting to Advise on	<ul> <li>Review the suggested strategy and control operations as presented at the planning meeting.</li> </ul>
Safety Matters	<ul> <li>Identify potentially hazardous situations associated with the proposed plans and/or strategies.</li> </ul>
	Advise the general staff of such situations.
Identify Potentially Unsafe	Review the incident action plan.
Situations	<ul> <li>Receive reports from incident personnel concerning safety matters.</li> </ul>
	<ul> <li>Review reports to identify hazardous environmental and operational situations.</li> </ul>
	<ul> <li>Personally survey the incident environment and operations, as appropriate.</li> </ul>
	<ul> <li>Obtain and review Situation Unit information to identify unsafe situations.</li> </ul>

### SAFETY OFFICER MAJOR RESPONSIBILITIES AND TASKS

RESPONSIBILITY	TASKS
Advise Incident Personnel in Matters Affecting	Identify potentially hazardous situations. (See previous tasks.)
Personnel Safety	Determine the appropriate actions to ensure personnel safety.
	Coordinate with incident supervisory personnel, as required.
	Advise incident personnel as to the appropriate action.
Exercise Emergency Authority to Prevent or	Identify potentially hazardous situations. (See previous tasks.)
Stop Unsafe Acts	Determine the severity of the situation.
	Determine if the situation requires the use of emergency authority, and, if so, exercise that authority to prevent or stop the act.
	Coordinate with the appropriate supervisory personnel.
Investigate (or Coordinate	Receive notification of the accident.
Investigation of) Accidents that Occur	Obtain information concerning the accident by:
within the Incident Area	<ul> <li>Interviewing personnel.</li> </ul>
	<ul> <li>Visiting the scene of the accident.</li> </ul>
	<ul> <li>Photographing the scene (if appropriate).</li> </ul>
	<ul> <li>Collecting evidence (if appropriate).</li> </ul>
	• Collecting reports prepared by involved personnel.
	Reconstruct the accident events.
	Identify the cause of the accident (if possible).
	Recommend corrective action.
	Prepare the accident report and submit it to the Incident Commander.

### SAFETY OFFICER MAJOR RESPONSIBILITIES AND TASKS

RESPONSIBILITY	TASKS
Review the Medical Plan	Coordinate with the Medical Unit Leader on the preparation of the medical plan (ICS Form 206 or local form).
	<ul> <li>Review the plan for completeness.</li> </ul>
	<ul> <li>Discuss areas of concern with the Medical Unit Leader and provide instructions for correction.</li> </ul>
Maintain the Unit Log	<ul> <li>Record the Safety Officer's actions on the unit log (ICS Form 214 or local form).</li> </ul>
	<ul> <li>Collect and transmit required records and logs to the Documentation Unit at the end of each operational period.</li> </ul>

## LIAISON OFFICER CHECKLIST

#### RESPONSIBILITIES

The Liaison Officer is responsible for interacting (by providing a point of contact) with the assisting and cooperating agencies, including fire agencies, the American Red Cross, law enforcement, public works and engineering organizations, and others. When agencies assign agency representatives to the incident, the Liaison Officer will coordinate their activities. As a member of the command staff, the Liaison Officer reports to the Incident Commander.

**Instructions:** The checklist below presents the minimum requirements for Liaison Officers. Note that some items are one-time actions, while others are ongoing throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from Incident Commander.
	Provide a point of contact for assisting and/or coordinating with agency representatives.
	Identify representatives from each involved agency, including a communications link and his or her location.
	Keep agencies supporting the incident aware of incident status.
	Respond to requests from incident personnel for interorganizational contacts.
	Monitor incident operations to identify current or potential inter- organizational contacts.
	Participate in planning meetings, providing current resource status, including limitations and capability of assisting agency resources.
	Maintain the unit log (ICS Form 214 or local form).

### LIAISON OFFICER MAJOR RESPONSIBILITIES AND TASKS

The major responsibilities of the Liaison Officer are listed below. Following each are tasks for implementing the responsibility.

RESPONSIBILITY	TASKS
Obtain a Briefing	Receive a briefing from the Incident Commander and obtain the:
	<ul> <li>Incident Briefing Report (ICS Form 201 or local form).</li> </ul>
	<ul> <li>Summary of the incident organization.</li> </ul>
	<ul> <li>Names of agencies currently involved in the incident.</li> </ul>
	• Special instructions from the Incident Commander.
	Obtain the incident action plan, when available.
Provide Point of Contact	□ Identify assisting and cooperating agencies from:
for Assisting and/or Cooperating Agencies	<ul> <li>The Incident Briefing Report (ICS Form 201 or local form).</li> </ul>
	Local dispatchers.
	<ul> <li>Determine if assisting and cooperating agencies have assigned agency representatives. If so, obtain their names, locations, and communication channels by contacting:</li> </ul>
	<ul> <li>The agencies.</li> </ul>
	<ul> <li>The Incident Commander.</li> </ul>
	<ul> <li>The agencies' senior officers at the scene.</li> </ul>
	<ul> <li>Receive requests for contacts between incident personnel and agency personnel.</li> </ul>
	<ul> <li>Identify the appropriate personnel to contact (either incident or agency personnel).</li> </ul>
	Establish contact with the appropriate personnel.
	□ Take the necessary action to satisfy requests.
	Notify concerned personnel.

### LIAISON OFFICER MAJOR RESPONSIBILITIES AND TASKS

RESPONSIBILITY	TASKS
Identify Current or Potential Interagency Problems	<ul> <li>Receive complaints pertaining to matters such as a lack of logistics, inadequate communications, and personnel problems.</li> </ul>
	<ul> <li>Personally observe incident operations to identify current or potential interagency problems.</li> </ul>
	<ul> <li>Notify the appropriate personnel of current or potential problems.</li> </ul>
Maintain the Unit Log	<ul> <li>Record key actions on the unit log (ICS Form 201 or local form).</li> </ul>
	<ul> <li>Collect and transmit the required records and logs to the Documentation Unit at the end of each operational period.</li> </ul>

### AGENCY REPRESENTATIVE CHECKLIST

#### RESPONSIBILITIES

An Agency Representative is assigned to an incident from an assisting or cooperating agency with full authority to make decisions on all matters affecting that agency's participation at the incident. Agency Representatives report to the Liaison Officer, if that position has been filled. If there is no Liaison Officer, Agency Representatives report to the Incident Commander. There will be only one Agency Representative from each agency assigned to the incident.

**Instructions:** The checklist below presents the minimum requirements for Agency Representatives. Note that some of the activities are one-time actions, while others are ongoing throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS			
	Check in at the Incident Command Post. Complete the check-in list (ICS Form 211 or local form). Ensure that all agency resources have completed check-in.			
	Obtain a briefing from the Liaison Officer or Incident Commander.			
	Establish a working location. Advise agency personnel at the incident that the agency representative position has been filled.			
	Attend planning meetings, as required.			
	Provide input on the use of agency resources if no resource technical specialists are assigned.			
	Cooperate fully with the Incident Commander and general staff on the agency's involvement at the incident.			
	Oversee the well-being and safety of agency personnel assigned to the incident.			
	Advise the Liaison Officer of any special agency needs or requirements.			
	Determine if any special reports or documents are required.			
	Report to agency dispatch or headquarters on a prearranged schedule.			
	Ensure that all agency personnel and/or equipment are properly accounted for and released prior to your departure.			
	Ensure that all required agency forms, reports, and documents are complete prior to your departure.			
	Hold a debriefing session with the Liaison Officer or Incident Commander prior to departure.			

### PLANNING SECTION CHIEF CHECKLIST

#### RESPONSIBILITIES

The Planning Section Chief, a member of the Incident Commander's general staff, is responsible for the collection, evaluation, dissemination, and use of information regarding the development of the incident and status of resources. Information is needed to:

- Understand the current situation.
- Predict the probable course of incident events.
- Prepare alternative strategies and control operations for the incident.

The Planning Section Chief reports directly to the Incident Commander. The Planning Section Chief may have a deputy. The deputy's responsibilities will be as delegated by the Planning Section Chief. Unit functions may be combined if workload permits.

**Instructions:** The checklist below presents the minimum requirements for Planning Section Chiefs. Note that some activities are one-time actions, while others are ongoing and repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from the Incident Commander.
	Activate Planning Section units.
	Collect and process situation information about the incident.
	Reassign initial response personnel to incident positions, as appropriate.
	Establish information requirements and reporting schedules for all ICS organizational elements for use in preparing the Incident action plan.
	Notify the Resources Unit of the Planning Section units which have been activated, including the names and locations of assigned personnel.
	Establish a weather data collection system, when necessary.
	Supervise the preparation of the Incident action plan (see planning process checklist).
	Assemble information on alternative strategies.
	Assemble and disassemble strike teams not assigned to operations.
	Identify the need for use of specialized resource(s).
	Perform operational planning for the Planning Section.
	Provide periodic predictions on incident potential.
	Compile and display the staff incident status summary information.
	Advise the general staff of any significant changes in incident status.

## PLANNING SECTION CHIEF CHECKLIST

COMPLETED/ NOT APPLICABLE	TASKS			
	Provide the incident traffic plan.			
	If requested, assemble and disassemble strike teams and task forces not assigned to operations.			
	Supervise the Planning Section units.			
	Prepare and distribute the Incident Commander's orders.			
	Instruct the Planning Section units on how to distribute incident information.			
	Ensure that normal agency information collection and reporting requirements are being met.			
	Oversee preparation of incident demobilization plan.			
	Prepare recommendations for the release of resources (to be submitted to the Incident Commander).			

The major responsibilities of the planning section chief are stated below. Following each responsibility are procedures for implementing the activity.

RESPONSIBILITY	TASKS
Obtain Briefing from Incident Commander	Receive briefing from the Incident Commander and obtain:
	<ul> <li>Incident Commander's Incident Briefing (ICS Form 201 or local form).</li> </ul>
	<ul> <li>Summary of resources dispatched to the incident.</li> </ul>
	<ul> <li>Initial restrictions concerning work activities.</li> </ul>
Activate Planning Section Units	Determine from the Incident Commander's briefing what Planning Section personnel have been dispatched.
	Confirm dispatch of Planning Section personnel.
	Plan preliminary organization of Planning Section.
	Identify units to be activated.
	Estimate personnel required.
	Compare preliminary plan with personnel dispatched, as appropriate.
	Establish time intervals at which data are to be supplied by Planning Section units.
	Assign work locations and work tasks to Planning Section personnel.
	Request additional personnel as required.
	Notify Resources Unit of Planning Section units activated, including names and locations of assigned personnel.
Reassign Initial Attack Personnel to Incident	Review the situation to identify the need for personnel familiar with the incident area.
Positions	Identify personnel who are most familiar with the incident area.
	Arrange for reassignment of these personnel to incident positions.
	Ensure adequate Planning Section personnel are available to complete the Operational Planning Worksheet (ICS Form 215 or local form).

RESPONSIBILITY		TASKS
Supervise Preparation of Incident Action Plan		Establish information requirements and reporting schedules for all ICS organizational elements to use in preparing the incident action plan and attachments.
		Present general incident control objectives, including alternatives.
		Participate in a discussion of specific operations being considered, and provide detailed information concerning:
		Resource availability.
		Situation status.
		Situation predictions.
		Weather.
		Communication capabilities.
		<ul> <li>Environmental impact and cost of resources use information.</li> </ul>
		Participate in selection of operational objectives for the next operational period.
		Assemble appropriate material for inclusion in the incident action plan.
		Ensure that all operations support and service needs are coordinated with the Logistics Section prior to release of the incident action plan.
		Document and distribute the incident action plan to the Incident Commander, section chiefs, branch directors, unit leaders, division/group supervisors, incident command staff, and strike team/task force leaders.
		Receive notification of incident action plan changes from the Operations Section Chief.
		Distribute incident action plan changes to recipients of the plan.
	me	te: The Planning Section Chief may include in the eeting those Planning Section technical specialists emed necessary.

RESPONSIBILITY		TASKS
Assemble Information on Alternative Strategies		Review the current situation status, resource status, weather, and prediction reports for the current incident status.
		Develop alternative strategies using technical specialists and operations personnel, as appropriate.
		Identify resources required to implement the alternative operational objectives.
		Contact the involved agency dispatch center to identify resource availability for the incident.
		Document alternatives for presentation to the Incident Commander and his or her staff.
Assemble Strike Teams/Task Forces not		Prior to each planning meeting, identify individual resources not assigned to the Operations Section.
Assigned to Operations		Periodically review operations activity to determine the need to assemble additional strike teams/task forces from individual resources.
		Determine strike teams/task forces to be assembled by type, location, and strike team leader.
		Request the Resources Unit to select specific resources to assign to each strike team/task force and assign a designator.
		Request the Resources Unit to notify strike team/task force leaders and resources to assemble into assigned strike teams/task forces by preparing a list of assignments and submitting the assignment list to the communications center for assignment.
		te: The specifications for each kind/type of strike am/task force must be followed and all units must have common communications link. If needed, arrange for ditional radios through the Communications Unit.

RESPONSIBILITY	TASKS	
Disassembling Strike Teams	Note: Strike teams are not disassembled unless there is a need for a specific resource or fewer resources than in a strike team and/or it would be inappropriate to use a full strike team. When strike teams are disassembled at the incident, the individual units must be identified and carried by the resources unit.	
	<ul> <li>Disassemble strike teams (or task forces) for demobilization.</li> </ul>	
	<ul> <li>Reassemble strike teams that have been disassembled for purposes other than demobilization at the earliest possible time.</li> </ul>	
	<ul> <li>Review alternative operational objectives to determine the need for the use of individual resources versus task forces.</li> </ul>	
	<ul> <li>Identify individual resources and strike teams that are not assigned to the Operations Section (including their leaders).</li> </ul>	
	<ul> <li>Determine if there is an adequate number of individual resources to meet the needs of the incident.</li> </ul>	
	Determine the strike teams that can be disassembled.	
	<ul> <li>Request the Resources Unit to prepare reassignment of strike team leaders to manage task forces.</li> </ul>	
	Request the Resources Unit to reassign resources by designating resources to a specific mission or to other units in staging areas, the base, or camps.	
	<ul> <li>Request the Resources Unit to notify strike team/task force leaders of disassembly and reassignment of resources (as required).</li> </ul>	
Identify Need for use of Specialized Resources	<ul> <li>As part of the planning function, identify the need for technical specialists.</li> </ul>	
	<ul> <li>Request personnel with required special knowledge/ experience to be assigned to the Planning Section.</li> <li>Note: Some specialists may be assigned temporarily or for a short duration.</li> </ul>	

RESPONSIBILITY		TASKS	
Perform Operational Planning for Planning		Review the incident action plan with the Planning Section Chief.	
Section		Plan the organization of the Planning Section by identifying units to be activated and estimating the number of personnel required.	
		Request needed additional personnel from the Resources Unit.	
		If personnel are not available from the Resources Unit, request them directly from the Logistics Section Chief.	
		Give specific work tasks including work locations to the Planning Section staff.	
Provide Periodic Predictions on Incident		Obtain the latest incident prediction information and incident action plan.	
Potential		Obtain the current situation status summary from the Situation Unit.	
		Identify risks and possible hazards.	
		Estimate work accomplishment for the prediction period.	
		Document predictions on the course of the incident.	
		Present predictions at the planning meeting and display in the Incident Command Post area.	
		Repeat procedures at the intervals specified by the Incident Commander or upon occurrence of significant events.	
		If the prediction indicates a significant change in the course of the incident, immediately notify the Incident Commander and the Operations Section Chief.	
Compile and Display Incident Status Information		Display incident status summary information at a common location in the Incident Command Post area, including multiple overlays, if needed.	
		Receive information from the Situation Unit, Resources Unit, and the incident prediction and review information for completeness. Specify location and method of display.	
		Ensure that all reports are displayed.	
		Repeat these procedures at intervals specified by the Incident Commander or upon occurrence of significant events.	

RESPONSIBILITY	TASKS
Advise General Staff of any Significant Changes	<ul> <li>Reported significant changes in incident status to the general staff immediately.</li> </ul>
in Incident Status	<ul> <li>Receive requests for incident status information from the general staff.</li> </ul>
	<ul> <li>Obtain incident status information from appropriate sources.</li> </ul>
	<ul> <li>Assemble and summarize the requested information in an appropriate form.</li> </ul>
	Supply the information to the general staff.
Prepare and Provide Incident Traffic Plan	Note: The traffic plan will include the following information:
	<ul> <li>Specified routes to reporting locations for resources dispatched to the incident.</li> </ul>
	<ul> <li>Specified routes inside general incident area.</li> </ul>
	Traffic flow inside ICS facilities.
	To prepare the traffic plan:
	<ul> <li>Review control operations to determine the locations of planned operations activities and the locations of all incident facilities.</li> </ul>
	Review the information obtained from the Situation Unit and/or agency dispatch center(s) to determine existing roadways and their characteristics and capabilities.
	<ul> <li>Establish traffic routing factors and coordinate traffic flow plans with appropriate agency representatives.</li> </ul>
	Document the traffic plan and attach in to the incident action plan.
	<ul> <li>Ensure that Ground Support Unit receives a copy of the traffic plan.</li> </ul>
Supervise Planning Section Units	Maintain communications with Planning Section personnel.
	Coordinate the activities of all Planning Section units.
	<ul> <li>Ensure the general safety and welfare of Planning Section personnel.</li> </ul>

RESPONSIBILITY	TASKS
Prepare and Distribute Incident Commander's	Identify orders being issued in the name of the Incident Commander.
Orders	Document all formal operational orders given by the Incident Commander.
	Identify the organizational elements responsible for executing the orders.
	Distribute the orders in accordance with local policy.
Instruct Planning Section Units on Distribution of Incident Information	Contact section chiefs and command staff to determine major information categories they want to receive automatically from the Planning Section.
	Consolidate the information and prepare a list for each unit.
Prepare Recommendations for Release of Resources	Identify the number of out-of-service resources and/or individuals by reviewing the current resource status information.
	Review the latest situation status and incident prediction information.
	Estimate current and future requirements for resources.
	Identify and list any potentially surplus resources.
	Review the surplus resource list with Operations Section personnel and the Logistics Section Chief.
	Modify the surplus resource list as necessary.
	Upon approval of the Operations Section Chief and the Logistics Chief, present the list of resources recommended for release to the Incident Commander.
	Document the approved demobilization plan.
	Prepare an assignment list specifying resources to be released and submit it to the Logistics Section Chief for notification of the involved resources.
	Distribute the demobilization plan to the general staff, incident command staff, and agency dispatch centers.
Submit Documentation to Documentation Unit	Submit all documentation to Documentation Unit at the end of each operational period.

### SITUATION UNIT LEADER CHECKLIST

#### RESPONSIBILITIES

The Situation Unit is primarily responsible for the collection and organization of incident status and situation information, and the evaluation, analysis, and display of that information for use by ICS personnel.

**Instructions:** The checklist below presents the minimum requirements for Situation Unit Leaders. Note that some items are one-time actions, while others are ongoing and repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Report to and receive a briefing and special instructions from the person in charge of planning activities when you arrive.
	Prepare and maintain the Incident Command Post display.
	Assign duties to situation status personnel.
	Confirm the dispatch and estimated time of arrival of requested Situation Unit personnel and request additional personnel (or release excess personnel).
	Collect all incident-related data at the earliest possible opportunity, and continue to do so throughout incident.
	Post data on unit work displays and Incident Command Post displays at scheduled intervals or as requested by command post personnel.
	Participate in incident planning meetings, as required by the Incident Commander.
	Develop and implement accountability, safety and security measures for personnel and resources.
	Prepare the Incident Summary Form (ICS Form 209 or local form) before each planning meeting.
	Provide photographic services and maps, as necessary.
	Provide resources and situation status information in response to specific requests.
	Maintain the Situation Unit records.
	Receive the order to demobilize the Situation Unit.
	Dismantle the Situation Unit displays and place them in storage.
	List the expendable supplies that need replenishing and file the list with the Supply Unit.
	Maintain the unit log (ICS Form 214 or local form).

### RESOURCES UNIT LEADER CHECKLIST

#### RESPONSIBILITIES

The Resources Unit is primarily responsible for:

- Seeing that incident resources are properly checked in.
- The preparation and processing of resource status change information.
- The preparation and maintenance of displays, charts, and lists which reflect the current status and location of operational resources, transportation, and support vehicles.
- Maintaining a file or check-in list of resources assigned to the incident.

**Instructions:** The checklist below presents the minimum requirements for Resources Unit Leaders. Note that some items are one-time actions, while others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Report to and obtain a briefing and special instructions from the Planning Section Chief.
	Establish check-in procedures at specified incident locations.
	Using the Incident Briefing Form (ICS Form 201 or local form), prepare and maintain the Incident Command Post display (organizational chart and resource allocation and deployment sections).
	Assign duties to resource unit personnel.
	Confirm the dispatch of and estimated time of arrival for ordered Resources Unit personnel. (Request additional personnel or release excess personnel.)
	Establish contacts with incident facilities by telephone or through the communications center, and begin maintenance of resource status.
	Participate in Planning Section meetings, as required by the Planning Section Chief.
	Gather, post, and maintain incident resource status.
	Gather, post, and maintain resources status of transportation and support vehicles and personnel.
	Maintain a master list of all resources checked at the incident.
	Prepare the organization Assignment List (ICS Form 203 or local form) and Organization Chart (ICS Form 204 or local form).

## **RESOURCES UNIT LEADER CHECKLIST**

COMPLETED/ NOT APPLICABLE	TASKS
	Prepare the appropriate parts of Division Assignment Lists (ICS Form 204 or local form).
	Provide resource summary information to the Situation Unit, as requested.
	Receive the order to demobilize the Resources Unit.
	List the expendable supplies that need replenishing and file with the Supply Unit Leader.
	Maintain the unit log (ICS Form 214 or local form).

## DOCUMENTATION UNIT LEADER CHECKLIST

### RESPONSIBILITIES

The Documentation Unit is responsible for:

- Maintaining accurate and complete incident files.
- Providing duplication service to incident personnel.
- Pack and store incident files for legal, analytical, and historical purposes.

**Instructions:** The checklist below presents the minimum requirements for Documentation Unit Leaders. Note that some activities are one-time actions, while others are ongoing throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from the Planning Section Chief.
	Establish a work area.
	Establish and organize incident files.
	Establish a duplication service and respond to requests.
	Retain and file duplicate copies of official forms and reports.
	Accept and file reports and forms submitted by ICS units.
	Check on the accuracy and completeness of records submitted for files.
	Correct errors or omissions by contacting the appropriate ICS units.
	Provide duplicates of forms and reports to authorized requestors.
	Prepare incident documentation for the Planning Section Chief when requested.
	Maintain, retain, and store incident files for after incident use.
	Maintain the unit log (ICS Form 214 or local form).

## DEMOBILIZATION UNIT LEADER CHECKLIST

### RESPONSIBILITIES

The demobilization of the resources and personnel from a major incident is a team effort involving all elements of the incident command organization. The Demobilization Unit develops the demobilization plan and coordinates and supports the implementation of that plan throughout the incident command organization. Several units of the incident command organization—primarily in logistics—are responsible for assisting in the demobilization effort. These units also should participate in the preparation of the plan.

The Demobilization Unit Leader is responsible for the preparation of the demobilization plan and assisting sections and/or units in ensuring that an orderly, safe, and cost-effective movement of personnel and equipment is accomplished from the incident.

Individual agencies and/or contractors may have additional specific procedures to follow in the process of incident demobilization.

**Instructions:** The checklist below presents the minimum requirements for Demobilization Unit Leaders. Note that some activities are one-time actions, and others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Follow ICS general instructions.
	Obtain a briefing from the Planning Section Chief.
	Review the incident resource records (ICS Forms 201, 211, 219 or local forms) to determine the probable size of the demobilization effort.
	Assess and fill unit needs for additional personnel, workspace, and supplies.
	Obtain objectives, priorities, and constraints on demobilization from the Planning Section Chief, agency representatives, and contractors, as applicable.
	Meet with agency representatives to determine:
	<ul> <li>Personnel rest and safety issues.</li> </ul>
	<ul> <li>Coordination procedure with cooperating and/or assisting agencies.</li> </ul>
	Be aware of ongoing Operations Section resource needs.

# DEMOBILIZATION UNIT LEADER CHECKLIST

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain identification and description of surplus resources and probable release times.
	Coordinate with the Planning Section to arrange shifts to assure priority resources are available for release.
	Develop release procedures in coordination with other sections and/or units and agency dispatch center(s).
	Coordinate with sections and/or units to determine their capabilities to support the demobilization effort.
	Establish a communications link with appropriate off-incident facilities.
	Prepare the demobilization plan, including following sections:
	• General – Discussion of the demobilization procedure.
	<ul> <li>Responsibilities – Specific implementation responsibility and activity.</li> </ul>
	<ul> <li>Release Priority – Take into account the assisting agency requirements and kinds and types of resources.</li> </ul>
	<ul> <li>Release Procedures – Detailed steps and processes to be followed.</li> </ul>
	• Travel Restrictions – Restrictions and instructions for travel.
	Prepare appropriate directories (e.g., maps, instructions, etc.) for inclusion in the demobilization plan.
	Obtain approval of the demobilization plan.
	Distribute the plan to each section and processing point (on-and off- incident).
	Ensure that all sections and/or units understand their responsibilities within the demobilization plan.
	Ensure that all personnel receive a critical incident stress debriefing.
	Coordinate and closely supervise the demobilization process.
	Brief the Planning Section Chief on the progress of demobilization.
	Complete all records prior to departure.
	Maintain the unit log (ICS Form 214 or local form).

### **OPERATIONS SECTION CHIEF CHECKLIST**

### RESPONSIBILITIES

The Operations Section Chief, a member of the general staff, is responsible for the management of all operations directly applicable to the primary mission. The Operations Section Chief activates and supervises operations, organizational elements, and staging areas in accordance with the incident action plan. The Operations Section Chief also assists in the formulation of the incident action plan and directs its execution. The Operations Section Chief also directs the formulation and execution of subordinate unit operational plans and requests or releases resources and recommends these to the incident commander. He or she also makes expedient changes to the incident action plan (as necessary) and reports such to the Incident Commander.

The Operations Section Chief reports directly to the Incident Commander. The Operations Section Chief may have a deputy. The deputy's responsibilities will be as delegated by the Operations Section Chief, and the deputy must serve in the same operational period.

**Instructions:** The checklist below presents the minimum requirements for Operations Section Chiefs. Note that some activities are one-time actions, while others are ongoing throughout the incident.

COMPLETED/ NOT APPLICABLE	ΑCTIVITY
	Obtain a briefing from the Incident Commander.
	Develop the operations portion of the incident action plan.
	Brief and assign operations personnel in accordance with the incident action plan.
	Supervise operations.
	Establish staging areas.
	Determine need and request additional resources.
	Review the suggested list of resources to be released and initiate recommendations for the release of resources.
	Assemble and disassemble strike teams assigned to the Operations Section.
	Report information about activities, events, and occurrences to the Incident Commander.

The major responsibilities of the Operations Section Chief are stated below. Following each are tasks for implementing the activity.

RESPONSIBILITY		TASKS
Obtain Briefing from		Receive briefing from Incident Commander and obtain:
Incident Commander		<ul> <li>Incident Briefing (ICS Form 201 or local form).</li> </ul>
		• Summary of resources dispatched to the incident.
		<ul> <li>Initial instructions concerning work activities.</li> </ul>
Develop Operations Portion of Incident Action Plan		Discuss incident situation with immediate subordinates and obtain control actions planned for each operational period.
		Review control operations based on information provided by the Planning Section relating to:
		Resource availability.
		Situation status.
		• Fire behavior prediction.
		Weather.
		Communications capability.
		<ul> <li>Environmental impact and cost/resources use information.</li> </ul>
		Develop planned control operations for each division/group.
		Make resource assignments for each division/group in conjunction with the Resources Unit.
Brief Operations Personnel on Incident Action Plan	el on Incident and division/group supervisors who have been	
		Conduct a briefing meeting for branch directors and division/group supervisors on the incident action plan and attachments.
		Make sure subordinates have the incident action plan.
		Establish reporting requirements concerning execution of the operations portion of the incident action plan.
		Provide additional information as requested by subordinates.

RESPONSIBILITY	TASKS
Supervise Operations	Receive information routinely or as requested about operations activities from Situation Unit field observers and operations personnel.
	Determine the adequacy of operations progress by:
	<ul> <li>Approving changes to incident action plan as necessary.</li> </ul>
	<ul> <li>Providing information on the above changes to the Incident Commander and Planning Section Chief.</li> </ul>
	Implement necessary changes in operations.
	Handle unresolved problems within the Operations Section.
	Provide for the general welfare and safety of operations personnel.
Establish and Maintain	Identify appropriate location(s) for staging area(s).
Staging Areas	Identify expected number and type of resources to be assembled in each area.
	Identify anticipated duration for use of each area.
	Determine if there is any need for temporary assignment of logistics service and support to staging areas.
	Make arrangements for temporary logistics, if required, by notifying the Logistics Section Chief.
	Assign a Staging Area Manager to each staging area, as appropriate.
Determine Need for Additional Resources	Evaluate the progress of operations by obtaining the latest situation report, and the latest fire behavior prediction, and receive and evaluate reports form operations personnel.
	Determine the reason(s) for inadequacies in operations, if they exist.
	Request any additional required resources from the Resources Unit and provide the type and quantity, time and location of need, and supervisor and communications channel to use.

RESPONSIBILITY		TASKS
Review Suggested List of Resources to be Released		Review the list of potential resources to be released provided by the Planning Section Chief.
		Evaluate the adequacy of operations by reviewing the latest situation status information, the latest fire behavior prediction information, and reports from field personnel.
		Estimate current and future resource requirements.
		Submit a list of resource requirements to the Resource Unit.
Assemble Strike Team from Resources Assigned to Operations Section		Periodically review operations control activity to determine need for assembling strike teams from individual resources.
		Determine strike teams to be assembled by type, location, and strike team leader.
		Select specific resources to assign to each strike team.
		Notify strike team leaders and resources to assemble into assigned strike teams by preparing a list of assignments and submitting the list to Resources Unit which will assign strike team identification numbers and change the status of the assigned resources.
	mι	te: The specifications for each type of strike team ust be followed, and all units within a strike team must ve a common communications link.

RESPONSIBILITY		TASKS
Disassemble Strike Teams Assigned to Operations Section	Note: Strike teams are not disassembled unless there is a need for a specific resource or a need for fewer resources than in a strike team. When strike teams are disassembled at the incident, the individual units are identified and status maintained by the Resources Unit. A strike team assembled at the incident may be disassembled for demobilization. Strike teams disassembled for purposes other than demobilization will reassemble at the earliest possible time.	
		Review alternative control actions to determine anticipated need for types of resources other than strike teams such as single resources and task forces.
		Review resource status.
	<ul> <li>Determine if there are an adequate number of single resources to fill needs at the incident.</li> </ul>	
	Determine strike teams to be disassembled.	
		Reassign or release strike team leader.
		Reassign resources to specific missions as applicable.
		Notify strike team leaders of disassembly and reassignment of single resources within their strike teams by:
		<ul> <li>Preparing a list of assignments.</li> </ul>
		<ul> <li>Submitting the list to the communications center for transmitting assignments.</li> </ul>
		<ul> <li>Submitting the list to the Resources Unit for changes to status of resources.</li> </ul>
Initiate Recommendation for Release of Resources	Designate resources recommended for release by type, quantity, location, and time.	
		Present recommendations to the Incident Commander with supporting information.

RESPONSIBILITY		TASKS
Report Special Incidents/Accidents	observations, and o subordinates. This nature of the event	about special events, personal operations personnel from s information should include the , location, magnitude, personnel on(s) taken, and appropriate (s).
	Request needed as	ssistance.
	Submit the report to	o the Incident Commander.
		g (ICS Form 214 or local form) and nentation Unit at the end of each

## STAGING AREA MANAGER CHECKLIST

#### RESPONSIBILITIES

The Staging Area Manager is responsible for overseeing the staging area. The Staging Area Manager reports to the Operations Section Chief.

**Instructions:** The Staging Area Manager will accomplish the following checklist of activities. Note that some activities are one-time only actions, while others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from the Operations Section Chief.
	Proceed to a staging area.
	Establish a staging area layout.
	Determine any support needs for equipment, feeding, sanitation, and security.
	Establish check-in procedures, as appropriate.
	Determine required resource reserve levels from the Operations Section Chief or Incident Commander.
	Advise the Operations Section Chief or Incident Commander when reserve levels reach minimums.
	Post areas for identification and traffic control.
	Request maintenance service for equipment at staging areas, as appropriate.
	Respond to request for resource assignments.
	Obtain and issue receipts for radio equipment and other supplies distributed and received at the staging area.
	Report resource status changes as required.
	Maintain the staging area in orderly condition.
	Demobilize the staging area in accordance with the incident demobilization plan.
	Maintain the unit log (ICS Form 214 or local form).

# BRANCH DIRECTOR (OPERATIONS SECTION) CHECKLIST

### RESPONSIBILITIES

The Operations Branch Director is responsible for the implementation of the incident action plan within the branch. This includes the direction and execution of branch planning for the assignment of resources within the branch. Branch directors will be activated only when and as needed in accordance with incident characteristics, the availability of personnel, and the requirements of the Incident Commander and Operations Section Chief. The deputy, if activated, must serve in the same operational period as the director. The Operations Branch Director reports to the Operations Section Chief.

**Instructions:** The checklist below presents the minimum requirements for Operations Branch Directors. Note that some activities are one-time actions, while others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS			
	Obtain a briefing from the Operations Section Chief.			
	Develop with subordinates alternatives for branch control operations.			
	Interact with the Operations Section Chief and other Branch Directors to develop tactics to implement incident strategies.			
	Attend planning meetings at the request of the Operations Section Chief.			
	Review the Division/Group Assignment List (ICS Form 204 or local form) for divisions/groups within the branch. Modify lists based on the effectiveness of current operations.			
	Assign specific work tasks to division/group supervisors.			
	Resolve logistics problems reported by subordinates.			
	Report to the Operations Section Chief when:			
	<ul> <li>The incident action plan must be modified.</li> </ul>			
	<ul> <li>Additional resources are needed.</li> </ul>			
	<ul> <li>Surplus resources are available.</li> </ul>			
	<ul> <li>Hazardous situations or significant events occur.</li> </ul>			
	Approve accident and medical reports originating with the branch.			
	Maintain the unit log (ICS Form 214 or local form).			

# DIVISION/GROUP SUPERVISOR (OPERATIONS SECTION) CHECKLIST

#### RESPONSIBILITIES

Divisions divide an incident into natural separations where resources can be effectively managed under span-of-control guidelines. Examples of divisions are floors of a building or segments of a line. Groups are functional and describe activity. Examples of groups are ventilation, salvage, or secondary line construction.

The Division or Group Supervisor is responsible for:

- The implementation of the assigned portion of the incident action plan.
- The assignment of resources within the division or group.
- Reporting on the progress of control operations.
- The status of resources within the division or group.

The Division/Group Supervisor reports to the Branch Director or, in the event that Branch Directors are not activated, to the Operations Section Chief.

**Instructions:** The checklist below presents the minimum requirements for Division or Group Supervisors. Note that some activities are one-time actions, while others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from a Branch Director or the Operations Section Chief.
	Implement the incident action plan for the division or group.
	Provide the incident action plan to Strike Team Leaders, when available.
	Identify the resources assigned to the division or group.
	Review the division or group assignments and incident activities with subordinates and assign tasks.
	Ensure that the Communications and/or Resources Unit are advised of all changes in status of resources assigned to the division or group.
	Coordinate activities with the adjacent division or group.
	Monitor and inspect progress and make changes as necessary.
	Determine the need for assistance on assigned tasks.
	Submit situation and resource status information to the Branch Director or Operations Section Chief.
	Report special occurrences or events (e.g., accidents, sickness, hazardous situations, etc.) to the immediate supervisor.

# OPERATIONS DIVISION/GROUP SUPERVISOR CHECKLIST

COMPLETED/ NOT APPLICABLE	TASKS
	Resolve logistics problems within the division or group.
	Ensure that assigned personnel and equipment get to and from their assignments in a timely and orderly manner.
	Participate in the development of branch plans for the next operational period.
	Maintain the unit log (ICS Form 214 or local form).

# STRIKE TEAM/TASK FORCE LEADER CHECKLIST

#### RESPONSIBILITIES

The Strike Team or Task Force Leader is responsible for performing operations assigned to a strike team or task force. The leader reports work progress, resource status, and other important information to a division supervisor and maintains work records on assigned personnel. The Strike Team/Task Force Leader reports to a Division/Group Supervisor.

**Instructions:** The checklist below presents the minimum requirements for Strike Team or Task Force Leaders. Note that some activities are one-time actions, while others are ongoing and repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from the division or group supervisor.
	Review strike team or task force assignments with subordinates and assign tasks.
	Travel to and from active assignment area with assigned resources.
	Monitor work progress and make changes when necessary.
	Determine the need for assistance on assigned tasks.
	Coordinate activities with adjacent strike teams or task forces and single resources.
	Submit situation and resource status information to the division or group supervisor.
	Retain control of assigned resources while in available or out-or- service status.
	Report special events.
	Request service and/or support.
	Report status and location changes.
	Maintain the unit log (ICS Form 214 or local form).

# LOGISTICS SECTION CHIEF CHECKLIST

#### RESPONSIBILITIES

The Logistics Section Chief, a member of the general staff, is responsible for providing facilities, services, and materials in support of the incident. The Logistics Section Chief participates in the development of the incident action plan and activates and supervises the branches and units within the Logistics Section.

**Instructions:** The checklist below presents the minimum requirements for Logistics Section Chiefs. Note that some items are one-time actions, while others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from the Incident Commander.
	Plan the organization of the Logistics Section.
	Assign work locations and preliminary work tasks to section personnel.
	Notify the Resources Unit of the Logistics Section units which have been activated, including the names and locations of assigned personnel.
	Assemble and brief unit leaders and branch directors.
	Participate in the preparation of the incident action plan.
	Identify the service and support requirements for planned and expected operations.
	Provide input to and review the communications, medical, and traffic plans.
	Coordinate and process requests for additional resources.
	Review the incident action plan, and estimate section needs for the next operational period.
	Ensure that the incident communications plan is prepared.
	Advise on current service and support capabilities.
	Prepare the service and support elements of the incident action plan.
	Estimate future service and support requirements.
	Receive the demobilization plan from the Planning Section.
	Recommend the release of unit resources in conformity with the demobilization plan.
	Ensure the general welfare and safety of Logistics Section personnel.
	Maintain the unit log (ICS Form 214 or local form).

The major responsibilities of the Logistics Section Chief are stated below. Following each are tasks for implementing the responsibility.

RESPONSIBILITY	TASKS
Obtain Briefing from Incident Commander	Receive an incident briefing, summary of resources dispatched to the incident, and initial instructions concerning work activities.
	Obtain a copy of the incident action plan, if available.
Activate Logistics Section Units	Determine from the incident briefing what Logistics Section personnel have been ordered.
	Confirm order of appropriate Logistics Section personnel.
	Plan preliminary organization of the Logistics Section.
	Compare the preliminary incident action plan with personnel ordered, as appropriate.
	Identify additional personnel needed.
	Request additional personnel.
	Assign work locations and work tasks to logistics section personnel.
	Notify the Resources Unit of Logistics Section units activated, including names and locations of assigned personnel.
Organize Logistics Section	Confirm arrival of dispatched Logistics Section personnel.
	Assemble and brief Logistics Section personnel.
	Review initial operations of Logistics Section with section personnel.
	Give instructions for initial operations to section personnel.

RESPONSIBILITY	TASKS
Assist in Preparation of	Attend planning meeting.
the Incident Action Plan	<ul> <li>Review suggested strategy and operations for next operational period.</li> </ul>
	Advise on current service and support capabilities.
	Estimate logistic capabilities with current capabilities.
	<ul> <li>Compare required capabilities with current capabilities.</li> </ul>
	<ul> <li>Determine additional service and support requirements corresponding to the incident action plan.</li> </ul>
	<ul> <li>Prepare service and support elements of the incident action plan.</li> </ul>
	<ul> <li>Identify potential future control operations so as to anticipate logistics requirements.</li> </ul>
Request Additional Incident Resources	Note: The Logistics Section Chief performs this function only if the Incident Commander has delegated the corresponding authority.
	<ul> <li>Receive requests for resources to be ordered from outside of the incident from members of the general staff or the Resources Unit.</li> </ul>
	<ul> <li>Coordinate requests for additional resources so as to eliminate duplicate requests.</li> </ul>
	Submit the request through the communications center for additional resources from outside the incident. The request goes through normal channels and includes a confirmation/denial of request and ETAs.

RESPONSIBILITY	TASKS
Perform Operational Planning for Logistics	Obtain the incident action plan from the Planning Section Chief and review with section personnel as appropriate.
Section	Identify service and support requirements for planned and expected incident operations.
	Plan organization of the Logistics Section.
	Compare organization plan requirements with dispatched personnel.
	Identify needed or surplus personnel.
	Notify the Resources Unit of names of personnel available for assignment or reassignment.
	Notify personnel being reassigned.
	Request additional personnel needed.
	Request additional support from the Incident Commander if personnel are not available from incident sources.
	Notify the Resources Unit of resources assigned by Logistics Section for support and service needs.
	Assign work locations and specific work tasks to section personnel.
Update Logistics Section Planning	Review current situation status, resource status, and fire behavior prediction information.
	Obtain information concerning future operations through discussions with incident personnel.
	Estimate future service and support requirements.
	Compare estimated future requirements with expected logistics capabilities.
	Obtain changes to the incident action plan from the Planning Section Chief.
	Obtain the demobilization plan from the Planning Section Chief.
	Identify required modifications to Logistics Section planning and modify planning as appropriate.
	Inform Logistics Section branch directors, Planning Section Chief, Resources Unit, and others as appropriate of planning modifications.

RESPONSIBILITY	TASKS
Direct Operations of	Receive reports of significant events.
Organizational Elements	Periodically check work progress on assigned tasks of support and service branches and units, as appropriate.
	Coordinate and supervise activities of Logistics Section units.
	Ensure general welfare and safety of logistics personnel.
	Provide input to and review communications, medical, and traffic plans.
Recommend Release of Resources/Supplies	List resources/supplies recommended for release by type, quantity, location, and time.
	Present recommendations to the Planning Section Chief.
	Coordinate with the Demobilization Unit on the demobilization plan.
Maintain Logs and Records	Record Logistics Section activities on the unit log (ICS Form 214 or local form).
	Maintain agency records and reports.
	Provide unit logs to the Documentation Unit at the end of each operational period.

# LOGISTICS SUPPORT BRANCH DIRECTOR CHECKLIST

#### RESPONSIBILITIES

The Support Branch Director is responsible for the management of all support activities at the incident.

The Support Branch Director position will be activated only as needed in accordance with incident characteristics, the availability of personnel, and the requirements of the Incident Commander and Logistics Section Chief. The Support Branch Director reports to the Logistics Section Chief.

**Instructions:** The checklist below presents the minimum requirements for Support Branch Directors. Note that some items are one-time actions, while others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain working materials from the logistics kit.
	Identify the Support Branch personnel dispatched to the incident.
	Determine initial support operations in coordination with the Logistics Section Chief and Service Branch Director.
	Prepare the initial organization and assignments for the initial support operations.
	Assemble and brief Support Branch personnel.
	Determine if assigned branch resources are sufficient.
	Monitor the work progress of units, and keep the Logistics Section Chief informed of activities.
	Resolve problems associated with requests from the Operations Section.
	Maintain the unit log (ICS Form 214 or local form).

# **GROUND SUPPORT UNIT LEADER CHECKLIST**

### RESPONSIBILITIES

The Ground Support Unit Leader is primarily responsible for:

- Providing for the transportation of personnel, supplies, food, and equipment.
- Providing for the fueling, service, maintenance, and repair of vehicles and other ground support equipment.
- Collecting and recording information about the use of rental equipment and services initiated and requested.
- Implementing the traffic plan for the incident.

**Instructions:** The checklist below presents the minimum requirements for Ground Support Unit Leaders. Note that some activities are one-time actions and others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from the Support Branch Director or Logistics Section Chief.
	Participate in Support Branch and/or Logistics Section planning activities.
	Implement the traffic plan developed by the Planning Section.
	Support out-of-service resources.
	Notify the Resources Unit of all status changes on support and transportation vehicles.
	Arrange for and activate the fueling, maintenance, and repair of ground resources.
	Maintain an inventory of support and transportation vehicles (ICS Form 218 or local form).
	Provide transportation services.
	Collect information on rented equipment.
	Requisition maintenance and repair supplies (e.g., fuel and spare parts).
	Maintain incident roads.
	Submit reports to the Support Branch Director as directed.
	Maintain the unit log (ICS Form 214 or local form).

# FOOD UNIT LEADER CHECKLIST

### RESPONSIBILITIES

The Food Unit Leader is responsible for determining feeding and cooking facility requirements at all incident facilities, menu planning, food preparation, serving, providing potable water, and general maintenance of the food service areas.

The Food Unit Leader reports to the Service Branch Director (if activated) or the Logistics Section Chief.

**Instructions:** The checklist below presents the minimum requirements for Food Unit Leaders. Note that some activities are one-time actions, and others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from the Service Branch Director or Logistics Section Chief.
	Determine the location of the working assignment and the number of personnel assigned to the base and camps.
	Determine the method of feeding the best fits each situation.
	Obtain the necessary equipment and supplies to operate the food service facilities at the base and camps.
	Ensure that sufficient potable water is available to meet all incident needs.
	Set up food unit equipment.
	Prepare menus to ensure incident personnel of well-balanced meals.
	Ensure that all appropriate health and safety measures are taken.
	Supervise cooks and other Food Unit personnel.
	Keep an inventory of food on hand, and check in food orders.
	Provide the Supply Unit Leader with food supply orders.
	Demobilize the Food Unit in accordance with the incident demobilization plan.
	Maintain the unit log (ICS Form 214 or local form).

# COMMUNICATIONS UNIT LEADER CHECKLIST

#### RESPONSIBILITIES

The Communications Unit Leader, under the direction of the Service Branch Director or Logistics Section Chief, is responsible for developing plans for the effective use of incident communications equipment and facilities. These include:

- Installing and testing of communications equipment.
- Supervision of the incident communications center.
- Distribution of communications equipment to incident personnel.
- Maintenance and repair of communications equipment.

**Instructions:** The checklist below presents the minimum requirements for Communications Unit Leaders. Note that some activities are one-time actions, and others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from the Service Branch Director or Logistics Section Chief.
	Determine the Communications Unit personnel needs.
	Advise on the communications capabilities and/or limitations during preparation of the incident action plan.
	Prepare and implement the incident radio communications plan (ICS Form 205).
	Ensure that the incident communications center and message center is established.
	Set up the telephone and public address system.
	Establish appropriate communications distribution and/or maintenance locations within the base and camp(s).
	Ensure that communications systems are installed and tested.
	Ensure that an equipment accountability system is established.
	Ensure that personal portable radio equipment from cache(s) is distributed per radio plan.

# ICS CHECKLISTS

# COMMUNICATIONS UNIT LEADER CHECKLIST

COMPLETED/ NOT APPLICABLE	TASKS		
	Provide technical information as required on:		
	<ul> <li>Adequacy of communications systems currently in operation.</li> </ul>		
	<ul> <li>Geographic limitations on communications systems.</li> </ul>		
	<ul> <li>Equipment capabilities.</li> </ul>		
	<ul> <li>Amount and types of equipment available.</li> </ul>		
	<ul> <li>Anticipated problems in the use of communications equipment.</li> </ul>		
	Supervise Communications Unit activities.		
	Maintain records on all communications equipment as appropriate.		
	Ensure that all equipment is tested and repaired.		
	Recover equipment from relieved or released units.		
	Maintain the unit log (ICS Form 214 or local form).		

# LOGISTICS SERVICE BRANCH DIRECTOR CHECKLIST

#### RESPONSIBILITIES

The Service Branch Director is responsible for the management of all service activities at the incident. The Service Branch Director position will be activated only as needed in accordance with incident characteristics, the availability of personnel, and the requirements of the Incident Commander and Logistics Section Chief. The Service Branch Director reports to the Logistics Section Chief.

**Instructions:** The checklist below presents the minimum requirements for Service Branch Directors. Note that some items are one-time actions, and others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain working materials from the logistics kit.
	Determine the level of service required to support operations.
	Confirm the dispatch of branch personnel.
	Participate in the planning meetings of Logistics Section personnel.
	Review the incident action plan.
	Organize and prepare assignments for Service Branch personnel.
	Coordinate the activities of branch units.
	Inform the Logistics Section Chief of branch activities.
	Resolve Service Branch problems.
	Maintain the unit log (ICS Form 214 or local form).

# MEDICAL UNIT LEADER CHECKLIST

## RESPONSIBILITIES

The Medical Unit Leader is primarily responsible for the development of the medical emergency plan, obtaining medical aid and transportation for injured and ill incident personnel, and preparation of reports and records. The Medical Unit may also assist operations in supplying medical care and assistance to civilian casualties at the incident. The Medical Unit Leader reports to the Service Branch Director. The Medical Unit Leader may require the services of a Welfare Officer to assist in resolving personal matters or to support the general well-being of personnel assigned to the incident.

**Instructions:** The checklist below presents the minimum requirements for Medical Unit Leaders. Note that some activities are one-time actions, and others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from the Service Branch Director or Logistics Section Chief.
	Participate in Logistics Section and/or Service Branch planning activities.
	Determine the level of emergency medical activities performed prior to activation of Medical Unit.
	Activate the Medical Unit.
	Prepare the medical emergency plan (ICS Form 206 or local form).
	Prepare procedures for a major medical emergency.
	Declare a major medical emergency, as appropriate.
	Respond to requests for medical aid.
	Respond to requests for medical transportation.
	Respond to requests for medical supplies.
	Prepare medical reports.
	Submit the reports, as directed.
	Maintain the unit log (ICS Form 214 or local form).

# FACILITIES UNIT LEADER CHECKLIST

### RESPONSIBILITIES

The Facilities Unit Leader is primarily responsible for the activation of incident facilities (i.e., the base, camp(s), and Incident Incident Command Post). The unit provides sleeping and sanitation facilities for incident personnel, and manages base and camp operations. Each facility is assigned a manager who reports to the Facilities Unit Leader and is responsible for managing the operation of the facility. The basic functions or activities of the base and camp manager are to provide security service and facility maintenance. The Facilities Unit Leader reports to the Support Branch Director. Close liaison must be maintained with the Food Unit Leader, who is responsible for providing food for all incident facilities.

**Instructions:** The checklist below presents the minimum requirements for Facilities Unit Leaders. Note that some of the activities are one-time actions, while others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Receive the incident action plan.
	Participate in Logistics Section and/or Support Branch planning activities.
	Determine the requirement for each facility to be established.
	Prepare layouts of incident facilities.
	Notify unit leaders of facility layouts.
	Activate incident facilities.
	Obtain personnel to operate facilities.
	Provide sleeping facilities.
	Provide security services.
	Provide facility maintenance services (sanitation, lighting, clean up, etc.).
	Supervise out-of-service resources and unassigned personnel.
	Demobilize base and camp facilities.
	Maintain the Facilities Unit records.
	Maintain the unit log (ICS Form 214 of local form).

# SUPPLY UNIT LEADER CHECKLIST

#### RESPONSIBILITIES

The Supply Unit Leader is primarily responsible for:

- Ordering personnel.
- Ordering, receiving, and storing all supplies for the incident.
- Maintaining an inventory of supplies.
- Servicing non-expendable supplies and equipment.

The major functions of the unit are grouped into the ordering of equipment and supplies and the receiving and/or distribution of equipment, other than primary supplies. The Supply Unit Leader reports to the Support Branch Director.

**Instructions:** The checklist below presents the minimum requirements for Supply Unit Leaders. Note that some activities are one-time actions, and others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from the Support Branch Director or Logistics Section Chief.
	Participate in the Logistics Section and/or Support Branch planning activities.
	Provide kits to Planning, Logistics, and Finance/Administration Sections.
	Determine the type and amount of supplies en-route.
	Arrange for receiving ordered supplies.
	Review the incident action plan for information on operations of the Supply Unit.
	Develop and implement safety and security requirements.
	Order, receive, distribute, and store supplies and equipment.
	Receive and respond to requests for personnel, supplies, and equipment.
	Maintain an inventory of supplies and equipment.
	Service reusable equipment.
	Demobilize the Supply Unit.
	Submit reports to the Support Branch Director.
	Maintain the unit log (ICS Form 214 or local form).

# FINANCE/ADMINISTRATION SECTION CHIEF CHECKLIST

### RESPONSIBILITIES

The Finance/Administration Section Chief, a member of the general staff, is responsible to organize and operate the Finance/Administration Section within the guidelines, policy, and constraints established by the Incident Commander and the responsible agency. The Finance/Administration Section Chief participates in the development of the incident action plan and activates and supervises the units within the section.

The finance/administration function within the Incident Command System is heavily tied to agency-specific policies and procedures. The Finance/Administration Section Chief will normally be assigned from the agency with incident jurisdictional responsibility. The organization and operation of the finance/administration function will require extensive use of agency-provided forms. The Finance/Administration Section Chief reports directly to the Incident Commander.

**Instructions:** The checklist below presents the minimum requirements for Finance/Administration Section Chiefs. Note that some activities are one-time actions, and others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from the Incident Commander.
	Manage all financial aspects of an incident.
	Provide financial and cost analysis information as requested.
	Attend a briefing with the responsible agency to gather information.
	Attend a planning meeting to gather information on overall strategy.
	Identify and order supply and support needs for the Finance/Administration Section.
	Develop an operations plan for the finance/administration function at the incident.
	Prepare work objectives for subordinates, brief staff, make assignments, and evaluate performance.
	Determine the need for a commissary operation.
	Inform the Incident Commander and general staff when the section is fully operational.
	Meet with assisting and cooperating agency representatives, as required.
	Provide input in all planning sessions on finance matters.
	Maintain daily contact with agency/ies' administrative headquarters on finance matters.

# FINANCE/ADMINISTRATION SECTION CHIEF CHECKLIST

COMPLETED/ NOT APPLICABLE	TASKS
	Ensure that all personnel time records are transmitted to home agencies according to policy.
	Participate in all demobilization planning.
	Ensure that all obligation documents initiated at the incident are properly prepared and completed.
	Brief agency administration personnel on all incident-related business management issues needing attention and follow-up prior to leaving the incident.
	Maintain the unit log (ICS Form 214 or local form).

# ICS CHECKLISTS

### FINANCE/ADMINISTRATION SECTION CHIEF MAJOR RESPONSIBILITIES AND TASKS

The major responsibilities of the Finance/Administration Section Chief are stated below. Following each are tasks for implementing the responsibility.

RESPONSIBILITY	TASKS	
Obtain Briefing from Incident Commander	<ul> <li>Obtain an Incident Briefing and a copy of the incident action plan, if available.</li> </ul>	
Attend Briefing With Responsible Agency to Gather Information	Note: This briefing may by held at an off-incident location prior to arrival at the incident. The purpose of the briefing is to obtain financial information and administrative guidelines and constraints.	
Attend Planning Meeting	<ul> <li>Gather information on overall strategy and resource use planning.</li> </ul>	
Identify and Order Supply and Support Needs for	<ul> <li>Arrange for personnel to support Finance Section's unit-level operations.</li> </ul>	
Finance Section	<ul> <li>Arrange for equipment facilities and supplies necessary to support finance operation.</li> </ul>	
Develop an Operating	□ Consider the size and complexity of incident.	
Plan for Finance Function	<ul> <li>Consider the role of the Finance Section in serving/assisting other agencies on incident.</li> </ul>	
	□ Consider guidelines and policy established by agency.	
	<ul> <li>Consider personnel assignments, work loads, and welfare.</li> </ul>	
Meet with Assisting and	Establish contact with the Liaison Officer.	
Cooperating Agency Representatives as Required	<ul> <li>Obtain list of assisting and cooperating agencies supporting incident.</li> </ul>	
	<ul> <li>Ensure that the Liaison Officer is advised as to the Finance Section operation.</li> </ul>	
Provide Input in All Planning Sessions on	<ul> <li>Provide cost analysis data on control operations as required.</li> </ul>	
Finance Matters	Provide financial summary information as required.	

### FINANCE/ADMINISTRATION SECTION CHIEF MAJOR RESPONSIBILITIES AND TASKS

RESPONSIBILITY	TASKS
Participate in All	Provide input to demobilization planning.
Demobilization Planning	<ul> <li>Ensure that all required documentation is available at time of demobilization.</li> </ul>
Ensure that All	Maintain required agency records and reports.
Documents are Prepared and Completed	<ul> <li>Transfer fiscal documents from incident to responsible agency.</li> </ul>

# TIME UNIT LEADER CHECKLIST

#### RESPONSIBILITIES

The Time Unit is responsible for establishing files, collecting employee time reports, and providing a commissary operation to meet incident needs. The Time Unit Leader reports directly to the Finance/Administration Section Chief.

**Instructions:** The checklist below presents the minimum requirements for Time Unit Leaders. Note that some of the activities are one-time actions, while others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from the Finance/Administration Section Chief.
	Determine the incident requirements for the time-recording function.
	Establish contact with appropriate agency personnel and/or representatives.
	Organize and establish the Time Unit.
	Establish unit objectives, make assignments, and evaluate performance.
	Ensure that daily personnel time recording documents are prepared and compliance to time policy is met.
	Establish a commissary operation as required.
	Submit cost-estimate data forms to the Cost Unit, as required.
	Provide for record security.
	Ensure that all records are current or complete prior to demobilization.
	Release time reports from assisting agencies to the respective agency representatives prior to demobilization.
	Brief the Finance/Administration Section Chief on current problems, recommendations, outstanding issues and follow-up requirements.
	Maintain the unit log (ICS Form 214 or local form).

# COST UNIT LEADER CHECKLIST

### RESPONSIBILITIES

The Cost Unit Leader is responsible to prepare summaries of actual and estimated incident costs. The unit also prepares information on costs of resource use and provides cost effectiveness recommendations. The Cost Unit Leader reports to the Finance/Administration Section Chief.

**Instructions:** The checklist below presents the minimum requirements for Cost Unit Leaders. Note that some of the activities are one-time actions, while others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from the Finance/Administration Section Chief.
	Coordinate with agency headquarters on cost-reporting procedures.
	Ensure that all equipment and/or personnel requiring payment are identified.
	Obtain and record all cost data.
	Prepare incident cost summaries.
	Prepare resource-use cost estimates for planning.
	Make recommendations for cost savings to the Finance/Administration Section Chief.
	Maintain cumulative incident cost records.
	Ensure that all cost documents are accurately prepared.
	Complete all records prior to demobilization.
	Provide reports to the Finance/Administration Section Chief.
	Maintain the unit log (ICS Form 214 or local form).

# COMPENSATION/CLAIMS UNIT LEADER CHECKLIST

### RESPONSIBILITIES

Compensation for injury and claims are handled together within one unit in ICS.

The Compensation/Claims Unit is responsible for:

- The prompt preparation and processing of all forms required in the event of injury or death to any person.
- Gathering evidence and preparing claims documentation for any event involving damage to public or private properties which could result in a claim against the agency. The Compensation/Claims Unit Leader must have firsthand knowledge of all required agency procedures on claims handling.

The unit leader and assigned specialist must work in close coordination with the Medical Unit, Safety Officer, and Agency Representatives. The Compensation/Claims Unit Leader reports to the Finance/Administration Section Chief.

**Instructions:** The checklist below presents the minimum requirements for Compensation/Claims Unit Leaders. Note that some activities may be one-time actions, and others are ongoing or repetitive for the duration of an incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from the Finance/Administration Section Chief.
	Establish contact with the Safety Officer and Liaison Officer or Agency Representatives if no Liaison Officer is assigned.
	Determine the need for injury and claims specialists and order personnel if needed.
	Determine with the Medical Unit if the injury took place in a work area, whenever feasible.
	Obtain a copy of the incident medical plan.
	Ensure that injury and claims specialists have adequate work space and supplies.
	Brief compensation or claims specialists on incident activity.
	Coordinate with the Procurement Unit on procedures for handling claims.

# ICS CHECKLISTS

# COMPENSATION/CLAIMS UNIT LEADER CHECKLIST

COMPLETED/ NOT APPLICABLE	TASKS
	Periodically review all logs and forms produced by compensation/claims specialists to ensure that:
	Work is complete.
	<ul> <li>Entries are accurate and timely.</li> </ul>
	<ul> <li>Work is in compliance with agency requirements and policies.</li> </ul>
	Keep the Finance/Administration Section Chief briefed on unit status and activity.
	Obtain the demobilization plan and ensure that injury and claims specialists are adequately briefed on the demobilization plan.
	Ensure that all injury and claims logs and forms are up to date and routed to the proper agency for post-incident processing prior to demobilization.
	Demobilize the unit in accordance with the demobilization plan.
	Maintain the unit log (ICS Form 214).

### PROCUREMENT UNIT LEADER CHECKLIST

### RESPONSIBILITIES

The Procurement Unit Leader is responsible to develop a procurement plan for the incident and to perform equipment time recording. The Procurement Unit Leader will ensure that goods and services are procured to meet the needs of the incident within his or her authority and the constraints of the Finance/Administration Section and the jurisdictional agency.

The Procurement Unit will work closely with the Supply Unit, which will implement the procurement plan and perform all incident ordering. The Procurement Unit Leader reports to the Finance/Administration Section Chief.

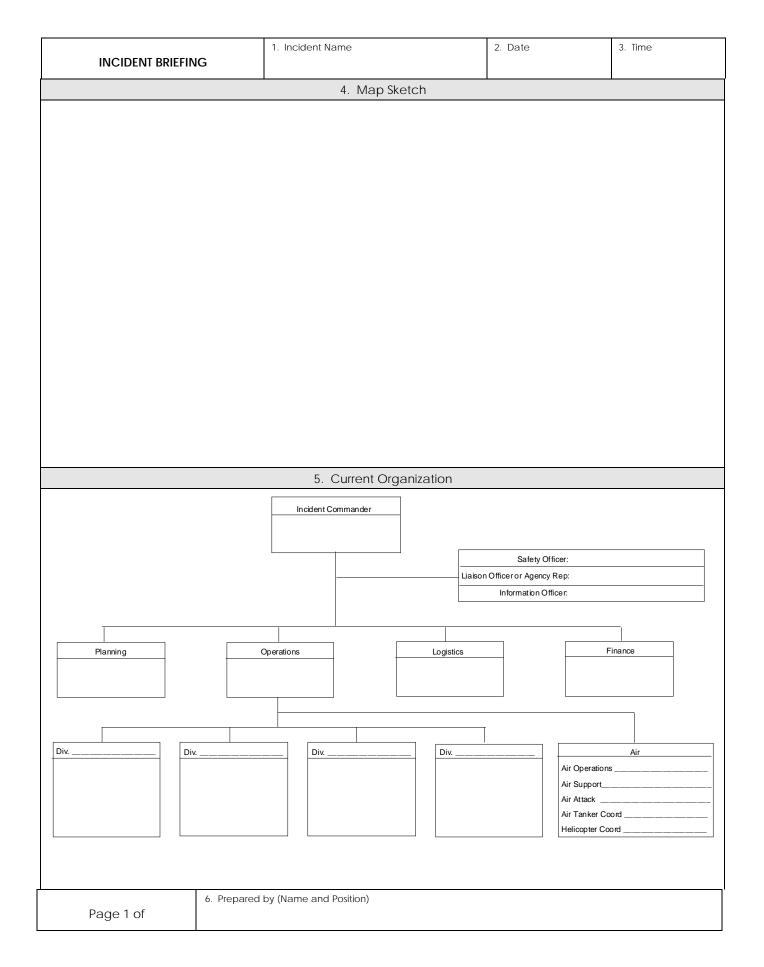
**Instructions:** The checklist below presents the minimum requirements for Procurement Unit Leaders. Note that some activities are one-time actions, and others are ongoing or repetitive throughout the incident.

COMPLETED/ NOT APPLICABLE	TASKS
	Obtain a briefing from the Finance/Administration Section Chief.
	Contact the appropriate unit leaders about incident needs and any special procedures.
	Coordinate with the local jurisdiction on plans and supply sources.
	Obtain the incident procurement plan.
	Prepare and sign contracts and land use agreements, as needed.
	Draft memorandums of understanding.
	Establish contracts with supply vendors, as required.
	Provide for coordination between the Ordering Manager, agency dispatch, and all other procurement organizations supporting the incident.
	Ensure that a system is in place which meets agency property management requirements. Ensure proper accounting for all new property.
	Interpret contracts and/or agreements and resolve claims or disputes within delegated authority limits.
	Coordinate with the Compensation/Claims Unit on procedures for handling claims.
	Finalize all agreements and contracts.
	Coordinate the use of funds, as required.
	Organize and direct the equipment time-recording function.

### ICS CHECKLISTS

COMPLETED/ NOT APPLICABLE	TASKS
	Complete final processing and send documents for payment.
	Coordinate the cost data in contracts with the Cost Unit Leader.
	Maintain the unit log (ICS Form 214 or local form).

# **ANNEX IV-5**



		6. Resource	es Summary	
Resources Ordered	Resource Identification	ETA	On Scene	Location/Assignment
	7.	Summary o	of Current Ac	L ctions
Page 2 of				

INCIDENT OBJECTIVES	1. Incident Name		2. Date	3. Time
INCIDENT OBJECTIVES				
4. Operational Period			·	
5. General Control Objectives for the Incident (include a	Ilternatives)			
6. Weather Forecast for Period				
7. General Safety Message				
8. A	.ttachments (ma	rk if attached)		
Organization List - ICS 203		al Plan - ICS 206	(0ther)	
Div. Assignment Lists - ICS 204	Incide	nt Map		
Communications Plan - ICS 205	Traffic			
9. Prepared by (Planning Section Chief)		10. Approved by (Incide	ent Commander)	

ORGANIZATION ASSIG	SNMENT LIST	Communications Unit	
1. Incident Name		Medical Unit	
		Security Unit	
2. Date	3. Time	Food Unit	
			·
4. Operational Period		9.	Operations Section
Position	Name	Chief	
5. Incident Commander a		Deputy	
Incident Commander		a. Branch I Branch Director	- Division/Groups
Deputy		Deputy	
Safety Officer		Division/Group	
Information Officer		Division/Group	
Liaison Offier		Division/Group	
6. Agency Representative	9	Division/Group	
Agency Name		Division/Group	
		b. Branch II Branch Director	- Division/Groups
		Deputy	
		Division/Group	
		Division/Group	
7. Planning Se	ection	Division/Group	
Chief		Division/Group	
Deputy		Division/Group	
Resources Unit			I - Division/Groups
Situation Unit		Branch Director	
Documentation Unit		Deputy	
Demobilization Unit		Division/Group	
Technical Specialists		Division/Group	
Human Resources		Division/Group	
Training		Division/Group	
		Division/Group	
			ations Branch
		Air Operations Branch Dire	ector
		Air Attack Supervisor	
8. Logistics Se	ction	Air Support Supervisor	
Chief	CuOII	Helicopter Coordinator	
Deputy		Air Tanker Coordinator	
Supply Unit		10.	Finance Section
		Chief	
Facilities Unit Ground Support Unit		Deputy Time Unit	

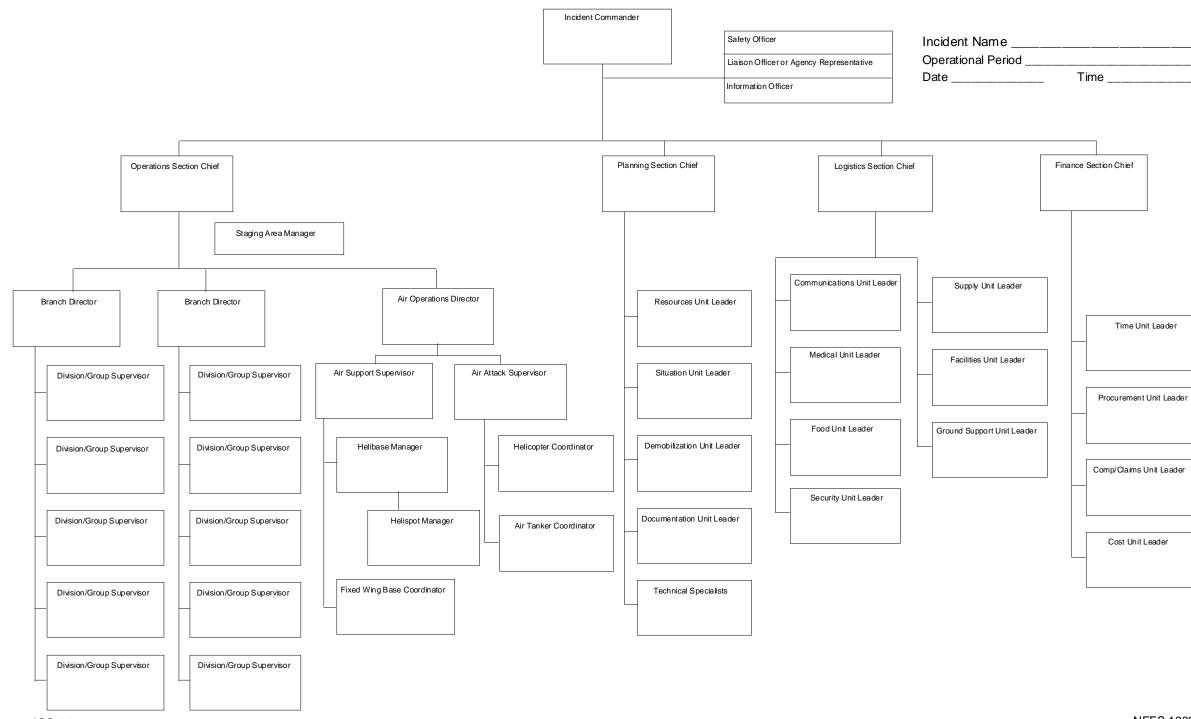
Procurement Unit	
Compensation/Claims Unit	
Cost Unit	

Prepared by (Resource Unit Leader)

DIVIS		NT LIST	1. Branch			2. Division/Group								
3. Incident Name			4. Operatio	onal Period										
			Date	:	T	ime:								
5.		Op	perations P	ersonnel										
Operations Chief			Division/Gro	oup Supervisor										
Branch Director			Air Attack S	upervisor No.										
6.		Re	esources Assigned this Period											
Strike Team/Task Fo Resource Designa		Leader	Number Persons	Trans. Needed	Drop Off PT	./Time	Pick Up PT./Time							
7. Control Operations														
8. Special Instructions														
9.				o Communic	-									
Function	Frequency	-	annel	Function	Frequency		Channel							
Command		King NIFC		Logistics		King NIFC								
Tactical Div/Group		King NIFC	Air to Ground King NIFC											
Prepared by (Resource	Unit Leader)	Approved by (Planning	g Section Chie	ef)	Date		Time							

INCIDENT RADIO	COMMUNICA		ident Name	2. Date/Time Prepared	3. Operational Period Date/Time
			4. Basic Radio Cha	Innel Utilization	
Radio Type/Cache	Channel	Function	Frequency/Tone	Assignment	Remarks
King NIFC					
5. Prepared by (Communic	cations Unit)				

MEDICAL PLAN	EDICAL PLAN 1. Incident Name 2. Date						Prepared 3. Time Prepared 4. Operational Period										
		5.	Incident Me	dical Aid	Station			<u> </u>									
Medical Aid Stations			Location						P	aramedi Yes	cs No						
			6. Trans														
			A. Ambular	nce Servi	ices												
Name		Address					Phone			aramedi Yes	cs No						
			D. In side at	A													
		[	B. Incident	Ambular	nces				Р	aramedi							
Name		Location								Yes	No						
			7 Ho	spitals													
Name	Address		7. 110	Travel Ti	me	Phor		Helipad	1	Burn (	Center						
Name	Address			Air G	round	FIIO		Yes	No	Yes	No						
		8. M	edical Emerg	gency Pr	ocedure	es				I	1						
Prepared by (Medical Unit	Leader)			10. Reviewed by (Safety Officer)													



ICS 207

NFES 1332

INCIDENT STATUS SUMMARY FS-5100-11																									
1. Date/Time			2.	Init Upda Fir	ate		3. Incid	dent I	Vame	1					4. In	cider	nt Nur	nber							
5. Incident Comm	ander	(	6. Juri	isdicti			7. Cou	inty		8	3. Тур	oe Inci	iden	ent 9. Location					10. Started Date/Time						
11. Cause	12. Area Inv	/olve	d	1:	3. % C	Controlled 14. Expect Date/Time							15. Esti Date/1						16. Declared Controlled Date/Time						
17. Current Threat						18. Control Problems				าร															
19. Est. Loss20. Est Savings21.					1. Inju	njuries Deaths						22. Line	e Built	t			23	. Line	to Bu	ild					
24. Current Weath					dicte	d We	eather				26	. Cost	to D	Date				27. E	st. Tc	otal C	ost				
	emp RH			ws wd			Ter Ri																		
										28	8. A	geno	cies	5											
29. Resources																								TO	ALS
Kind of Resource		SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST
engines																									
DOZERS																									
CREWS Numbe	er of Crews:																								
Number of Crew	/ Personnel:																								
HELICOPTERS																									
AIR TANKERS																									
TRUCK COS.																									
RESCUE/MED.																									
WATER TENDERS																									
OVERHEAD PERSO	NNL																								
total personnel																									
30. Cooperating	Agencies																								
31. Remarks 32. Prepared by						33 Ar	oprove	ad by						optio											
sz. nepaled by	z. Prepared by					ι <b>υ.</b> Αμ	-piove	Juby				2	34. S	ent to:											
											[	Date	9			Time	Э		Ву						

#### **General Instructions**

Completion of the Incident Status Summary will be as specified by Agency or municipality. Report by telephone, teletype, computer, or facsimile to the local Agency or municipality headquarters by 2100 hours daily on incidents as required by Agency or municipality (reports are normally required on life threatening situations, real property threatened or destroyed, high resource damage potential, and complex incidents that could have political ramifications). Normally, wildland agencies require a report on all Class D (100 acres plus) and larger incidents (unless primarily grass type in which case report Class E (300 acres or larger). The first summary will cover the period from the start of the incident to 2100 hour the first day of the incident, if at least four hours have elapsed; thereafter the summary will cover the 24 hour period ending at 1900 (this reporting time will enable compilation of reporting data and submission of report to local agency or municipality headquarters by 2100 hours) daily until incident is under control. Wildland fire agencies will send the summary to NIFC by 2400 hours Mountain Time.

- 1. Enter date and time report completed (mandatory).
- 2. Check appropriate space (mandatory).
- 3. Provide name given to incident by Incident Commander or Agency (mandatory).
- 4. Enter number assigned to incident by Agency (mandatory).
- 5. Enter first initial and last name of Incident Commander (optional).
- 6. Enter Agency or Municipality (mandatory).
- 7. Enter County where incident is occurring (optional).
- 8. Enter type of incident, e.g. wildland fire (enter fuel type), structure fire, hazardous chemical spill, etc. (mandatory).
- 9. Enter legal description and general location. Use remarks for additional date if necessary (mandatory).
- 10. Enter date and zulu time incident started (mandatory maximum of six characters for date and four characters for time).
- 11. Enter specific cause or under investigation (mandatory).
- 12. Enter area involved, e.g. 50 acres, top three floors of building, etc. (mandatory).
- 13. Enter estimate of percent of containment (mandatory).
- 14. Enter estimate of date and time of total containment (mandatory).
- 15. Enter estimated date and time of control (mandatory).
- 16. Enter actual date and time fire was declared controlled (mandatory).
- 17. Report significant threat to structures, watershed, timber, wildlife habitat or other valuable resources (mandatory).
- 18. Enter control problems, e.g. accessibility, fuels, rocky terrain, high winds, structures (mandatory).
- 19. Enter estimated dollar value of total damage to date. Include structures, watershed, timber, etc. Be specific in remarks (mandatory).
- 20. Enter estimate of values saved as result of all suppression efforts (optional).
- 21. Enter any serious injuries or deaths which have occurred since the last report. Be specific in remarks (mandatory).
- 22. Indicate the extent of line completed by chains or other units of measurement (optional).
- 23. Indicate line to be consturcted by chains or other units of measurement (optional).
- 24. Indicate current weather conditions at the incident (mandatory).
- 25. Indicate predicted weather conditions for the next operational period (mandatory).
- 26. Provide total incident cost ot date (optional).
- 27. Provide estimated total cost for entire incident (optional).
- 28. List agencies which have resources assigned to the incident (mandatory).
- 29. Enter resource information under appropriate Agency column by singe resource or stike team (mandatory).
- 30. List by name those agencies which are providing support (e.g. Salvation Army, Red Cross, Law Enforcement, National Weather Service, etc. mandatory).
- 31. The Remarks space can be used to (1) list additional resources not covered in Section 28/29; (2) provide more information on location; (3) enter additional information regarding threat control problems, anticipated release or demobilization, etc.(mandatory).
- 32. This will normally be the Incident Situation Status Unit Leader (mandatory).
- 33. This will normally be the Incident Planning Section Chief (mandatory).
- 34. The ID of the Agency entering the report will be entered (optional).

	IN	CIDE	NT CH	IECK-IN LIST	1. Incident Na	ame			2. C	heck	In Location	3. Date/Time					
Perso Engi Helic	onnel nes copters		Check Hando Dozers Aircrat	crew 🗌 Misc.		🗋 Base 🛛 Car		Cam	np 🗖 Stagir	ng Area	ICP Restat	Helibase Helibase					
							Cheo	ck-In Inforr	natio	n							
4. List Pe	rsonnel	(overhe	ad) by i	Agency & Name -OR- format:	5.	6.	7.	8.	9.		10.	11.	12.	13.	14.	15.	16.
Agency				I.D. No/Name	Order/Request Number	Date/ Time Check-In	Leader's Name	Total No. Personnel	<u>Mar</u> Yes	<u>nifest</u> No	Crew or Individual's Weight	Home Base	Departu Point	re Method of Travel	Incident Assignment	Other Qualifications	Sent to RESTAT Time/Int

Page 2 of 17. Prepared by (Name and Position) Use back for remarks or comments															

		GENERAL N	MESSAGE	
TO:		PO	sition:	
FROM:		PO	sition:	
SUBJECT:		DA	TE:	TIME:
Message:				
SIGNATURE:			POSITION:	
REPLY:				
DATE:	TIME:	SIGNATURE/P	OSITION:	

UNITI	LOG	1. Incident Name	2. Date Prepared	3. Time Prepared			
4. Unit Name/Designato	Drs	5. Unit Leader (Name and Position)		6. Operational Period			
7.		Personnel Roste	er Assianed				
Nan	ne	ICS Positio	on	Home Base			
8.		Activity Log					
Time			Major Events				
9. Prepared by (Name a	and Position)						

OPERATIONAL PLANNING WORK SHEET										Time	Prepared											
4. Division/ Group or Other	5.								1		(5	Resource Show Strike	e by Type Team as S	ST)	1							6. Reporting Location
Location	Work Assignments			Eng	gines		Water	Tenders	Hand	Crews		Dozers			Helic	opters			Air Tanker	'S	Others	
		-	1	2	3	4	1	2	1	2	1	2	3	1	2	3	4	1	2	3	Other	
		Req																				
		Have																				
		Need																				
		Req																				
		Have																				
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		Need																				
		Req																				
		Have																				
		Need																				
	I	Req																				
9.	cl December of Circula	Have																				1
101	al Resources - Single	Need																				
		Req																				Prepared by (Name and Position)
Total R	Resources - Strike Teams	Have																				
		Need																				

2. Date Prepared

. Operational Period (Date/Time)

. Incident Name

7.	Requested Arrival Time
	Arrival Time

	INCIDENT ACTION PLAN SAFETY ANALYSIS LCES* Analysis of Tactical Applica Lookouts Communications Escape routes					1. Incident Name				2. Date					3. Time												
						Look	LCES* /	Analys nunica	is of Ta tions <b>E</b> s	ctical A	pplication	ion: Safe	s etv zones							1		Ot	ner Risł	k Anal	ysis		
Division/Group	Ind ire ct Fireline	Downhill Fireline	Understung Freline	Mid-sope Freline	Frontal Assault	Anchor Points	Extreme Conditions (Spotting, Wind-driven)	Rebum Potential							Mitigati	ons		Hazard Materials	Transportation, 1 Hr +	Communications	Structure Protection				Other Risk Miti	inations	
																										<u></u>	
Prepar	ed by	/ (Nar	ne ar	id Pos	ition)																						

RA	DIO REC	UIREMENTS WO	RKSHEET	1.	Incident Name				2. Date			3. Time	
4. Branch			5. Agency			6. Operationa	l Period		7. Tactical Frequency				
8. Division/C	Group		Division/Gro	up		Division/Gro	up		Division/Group				
Agency			Agency			Agency			Agenc	У			
9. Agency	ID No.	Radio Requirements	Agency	ID No.	Radio Requirements	Agency	ID No.	Radio Requirements	Ager	псу	ID No.	Radio Requirements	
	Page	1 of	10. Prepare	d by (Name a	ind Position)					1			

	UPPORT VEHIC eparate sheet for e				1. Incident	Name		2. Date Prepared		3. Time Prepared	
Vehicle Category:		Buses		Dozers		Engines		Lowboys	Pickups/Seda	ns 🗌 Tene	ders D Other
					Vehi	cle/Equipme	nt Inf	formation			
Resource Order No.									Vehicle License		
"E" Number	Incident ID No.		Vehicle Type	Vehic	le Make	Capacity Siz	е	Agency/Owner	Rig Number	Location	Release Time

NFES 1341

ICS 218

NFES 1341

ICS 218

Pageof 5. Prepared by (Ground Support Unit)								

NFES 1341

ICS 218

AIR OPERATION	S SUMMARY	1. Incident Nar	me			Helibases Fixed Wing Bases					
4. Personnel and Communications	Name	Air/Air Fr	equency	Air/Ground	l Frequency	5. Remarks (Spec.	Instructions, Safety	Notes, Hazards, Priorit	ies)		
Air Operations Director											
Air Attack Supervisor											
Helicopter Coordinator											
Air Tanker Coordinator											
6. Location/Function	7. Assignment	8. Fixed No.	d Wing Type	9. Helico No.	pters Type	10. T Available	ime Commence	11. Aircraft Assigned	12. Operating Base		
		110.	Type	110.	туре	Avaliable	Commence	Assigned	Dase		
	13. Totals							•	·		
14. Air Operations Support Equipmen	t	1	1	1	15. Preparec	d by (include Date	and Time)				

	DEMO	BILIZATION CHECKOUT			
1. Incide	nt Name/Number	2. Date/Time	3. Demob. N	lo.	
4. Unit/Pe	ersonnel Released				
5. Transp	portation Type/No.				
6. Actua	I Release Date/Time	7. Manifest? 🗌 Yes 🗌 No	Number		
8. Destin	ation	9. Notified: Agency Name: Date:	Region	Area	Dispatch
10. Unit L	eader Responsible for Collecting Performance Rating				
Demok	1 ad your resources have been released subject t b. Unit Leader check the appropriate box cs Section	1. Unit/Personnel to sign off from the follow	ing:		
	Supply Unit				
	Communications Unit				
	Facilities Unit				
	Ground Support Unit Leader				
Plannin	ng Section				
	Documentation Unit				
Finance	e Section				
	Time Unit				
Other					
	12. Remarks				
13.	Prepared by (include Date and Time)				

### Instructions for completing the Demobilization Checkout (ICS form 221)

Prior to actual Demob Planning Section (Demob Unit) should check with the Command Staff (Liaison Officer) to determine any agency specific needs related to demob and release. If any, add to line Number 11.

Item No.	Item Title	Instructions
1.	Incident Name/No.	Enter Name and/or Number of Incident.
2.	Date & Time	Enter Date and Time prepared.
3.	Demob. No.	Enter Agency Request Number, Order Number, or Agency Demob Number if applicable.
4.	Unit/Personnel Released	Enter appropriate vehicle or Strike Team/Task Force ID Number(s) and Leader's name or individual overhead or staff personnel being released.
5.	Transportation	Enter Method and vehicle ID number for transportation back to home unit. Enter N/A if own transportation is provided. <i>Additional specific details should be included in Remarks, block</i> <b>#</b> 12.
6.	Actual Release Date/Time	To be completed at conclusion of Demob at time of actual release from incident. <i>Would normally be last item of form to be completed</i> .
7.	Manifest	Mark appropriate box. If yes, enter manifest number. <i>Some agencies require a manifest for air travel.</i>
8.	Destination	Enter the location to which Unit or personnel have been released. <i>i.e.</i> Area, Region, Home Base, Airport, Mobilization Center, etc.
9.	Area/Agency/ Region Notified	Identify the Area, Agency, or Region notified and enter date and time of notification.
10.	Unit Leader Responsible for Collecting Performance Ratings	Self-explanatory. Not all agencies require these ratings.
11.	Resource Supervision	Demob Unit Leader will identify with a check in the box to the left of those units requiring check-out. Identified Unit Leaders are to initial to the right to indicate release.
		Blank boxes are provided for any additional check, (unit requirements as needed), i.e. Safety Officer, Agency Rep., etc.
12.	Remarks	Any additional information pertaining to demob or release.
13.	Prepared by	Enter the name of the person who prepared this Demobilization Checkout, including the Date and Time.

CREW PERFORMANCE RATIN	G	blocks r	must be c	omplete	o be used only for determining an individual's fire fighting qualifications. All d. Crew will be rated by the immediate supervisor, not crew representative. If d for items 9 and 10, explain in item 11.				
1. Crew Name and Number		2. Fire N	Name an	d Numbe	er 3. Crew Boss (name)				
4. Crew Home Unit and Address		I			5. Location of Fire (complete address)				
6. Crew Representative		7. Date	es on Fire		8. Number of Shifts Worked				
9. Crew Eva	luation	I		11. Areas Needing Improvement					
Rating Factors	Excellent	Satistactory	Deficient	Needs To Improve					
Physical Condition									
Hot Line Construction									
Мор-Ир									
Off Line Conduct									
Use of Safe Practices									
Crew Organization and Equipment									
Other (specify)									
10. Supervisory Pe	erforma	nces	1	1					
Crew Boss									
Squad Bosses									
Crew Representative									
12. Names of Outstanding Workers (comm	ent)				13. Names of Individuals Needing Improvement <i>(indicate area(s))</i>				
14. Remarks									
15. Crew Boss (signature) This rating has be	en discus	sed with	me.		16. Date				
17. Rated By (signature)	18. Horr	ne Unit (a	ddress)		19. Position of Fire   20. Date				

INCIDENT PERSONNEL PERFORMANCE RATING	diate job supervisor will prepare this form for each subordinate. It will be section before the rater leaves the fire. Rating will be reviewed with employee m.																	
THIS R	ATING IS T	o be used only fo	R DET	ermin	IING .	AN IN	DIVID	DUAL'S	S PERF	ORM	ANCE							
1. Name	ame 2. Fire Name and Number																	
3. Home Unit (address)				4. L	ocati	on of	Fire (	(addre	ess)									
5. Fire Position	6. Date From:	of Assignment To:					7.	Acre	s Burn	ed			8	. Fue	І Туре	(s)		
		9	. Eva	aluat	ion													
<ul> <li>Enter X under appropriate rating number a</li> <li>0 - Deficient. Does not meet minimum required</li> <li>DEFICIENCIES MUST BE IDENTIFIED</li> <li>1 - Needs to improve. Meets some or most IDENTIFY IMPROVEMENT NEEDED</li> <li>2 - Satisfactory. Employee meets all require</li> <li>3 Superior. Employee consistently exceed</li> </ul>	uirements of IN REMAR of the req IN REMAR ements of t ds the perf	of the individual eler KS. uirements of the ind KS. the individual eleme	ment. Jividua ent.	al elen	nent.	isted.	Defir			ach ra	ating r			OWS:				
Rating Factor	S		0	Hot 1	Line 2	3	0	Mo 1	p-Up 2	3	0	Ca 1	mp 2	3	0	Others	specif 2	fy) 3
Knowledge of the job			0	1	2	5	U		2	5	Ū		2	5	0			5
Ability to obtain performance																		
Attitude																		
Decisions under stress																		
Initiative																		
Consideration for personnel welfare																		
Obtain necessary equipment and supplies																		
Physical ability for the job																		
Safety																		
Other (specify)																		
<ul><li>10. Remarks</li><li>11. Employee (signature) This rating has b</li></ul>														Date				
13. Rated By (signature)     14. Home Unit (address)     15. Position of Fire									16.	16. Date								

OSHA Abatement Plan Incident Management Team Checklist							
Direction has been given and IMT will ensure a briefing be given to all arriving fire line personnel.							
IMT should monitor performance of firefighters and fire line supervisors and ensure that they understand and exercise their responsibilities.							
Incident Management Teams should utilize Incident Safety Debriefing forms.							
IMT should implement procedures requiring appropriate briefing for personnel assigned to fires. Briefing should include the following:							
<ul> <li>Incident Organization</li> <li>Objectives/Operational Plan</li> <li>Safety Information</li> <li>Weather</li> <li>Fire Danger/Fire Behavior</li> <li>Fuels</li> <li>Topography</li> </ul>							
Incident Management Team will provide a briefing to fire line personnel prior to each operational period.							
Fire weather forecasts should be communicated twice daily and include NFDRS outputs one a day.							
Crew supervisors and firefighters know they must receive a briefing prior to beginning their assignment and I.C. is responsible for ensuring that all resources assigned to an incident are briefed prior to fire line duty.							
Fire line supervisors need to ensure that lookouts are posted in potentially dangerous situations.							
IMT needs to take immediate corrective actions when unsafe practices and processes are identified. It is the responsibility of every person to take immediate action when violations are found.							
Local Agency Administrators should monitor and evaluate suppression operations and individual performance on all fires.							
Policy of "The Fire Orders are Firm; We Don't Bend Them, We Don't Break Them" should be communicated to all fire line personnel.							
Fire line supervisors should ensure that downhill/indirect fire line will not begin until the elements of the downhill/indirect fire line construction guidelines have been evaluated and the decision has been made that the operations can be implemented safely.							
IMT will monitor fire suppression operations to ensure that the guidelines for downhill/indirect fire line construction are adhered to and take immediate corrective action when violations are found.							
Assigned Safety Personnel, I.C.s, and fire line supervisors have authority to correct any and all safety violations.							
FBA should obtain and distribute fire weather information in a timely and consistent manner by radio transmission or other appropriate methods. This has high priority over all other transmissions except life threatening situations.							
IMT should receive a hard copy of both morning and afternoon weather forecasts. In addition, these forecasts should be read over the radio in morning and afternoon. Forecasts should be relayed to incident and incoming personnel.							
IMT should monitor fire situations and implement appropriate suppression organizations commensurate with the fire threat and complexity of situation.							
IMT has a role in ensuring that the appropriate suppression organizations are in place and are commensurate with complexity of the situation.							
Special weather updates should be evaluated and adjustments made to operating plans. These updates will be communicated to personnel assigned to fires.							
IMT should monitor fire activity and ensure fire management systems and processes are in place and functioning and that safety requirements are not compromised.							
IMT should evaluate individual fire suppression operations and perform post fire critiques to ensure safe practices have been implemented. Immediate corrective actions should be taken when unsafe practices or processes are identified.							

	IRSS Check-In Form													
Incident Name Check-in Location									Da	te/Time				
Request Number	Name	Agency	S T/F S/T	Date/ Time Check in	Leader's Name	Home Unit	<u> </u>	Airport	Method of Travel	Transport ID	Incident Assignment	Other Qualifications Put a (T) for Training Quals	Last R&R Date	Company Name Agreement No.
Pag	e of	U	se ba	ck for coi	nments.									

# NIMS RESOURCE TYPING



# **ANIMAL HEALTH RESOURCES**

## TABLE OF CONTENTS (ctrl & click to follow link)

Animal Protection: Large Animal Rescue Strike Team	2
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Animal Protection: Small Animal Transport Team	18
Incident Management Team Animal Protection	



RESOURCE: ANIMAL PROTECTION: LARGE ANIMAL RESCUE STRIKE TEAM									
CATEGORY:	Animals and A	Agriculture Issues		KIND: Te	am				
MINIMUM CAP	ABILITIES:	Түре І	Type II	TYPE III	Type IV	Other			
Component	Metric								
Personnel	Number of People Per Response	<ul><li>6-member team consisting of:</li><li>1 team leader</li><li>5 team members</li></ul>							
Personnel	Deployment Duration	Deployment of this team would be for 7 days on rotation. A minimum of three teams should be deployed for 24-hour rescue, one team per 8-hour shift			Personnel	Deployment duration			
Vehicle		3 vehicles: 2 persons per vehicle							
Equipment		Each vehicle should be equipped with basic animal capture equipment, including, but not limited to, the following: • Small and large live traps (1 each) • 2 catch poles • Leashes (slip leads and clip) • Stretcher • ID bands • Collars and ID tags • Cages, carriers, and cardboard cat transports (at least 1 per animal) • Appropriately graded NFPA or Cordage Institute Ropes • Industrial Lighting Systems and Batteries: (Flashlights to Floodlighting) • Barricade tape • Maps of areas to be serviced • Team communication device (for each team							

National Mutual Aid & Resource Management Initiative



		RESOURCE:	ANIMAL PROTECTION: LAP	RGE ANIMAL RESCUE	STRIKE TEAM	
<b>CATEGORY:</b>	Animals and	Agriculture Issues		KIND:	Team	
MINIMUM CAP		TYPE I	TYPE II	Type III	Type IV	Other
Component	Metric					
		<ul> <li>vehicle) (two-way handheld radios with 3-mile transmitting radius)</li> <li>Home base communication device (for each vehicle) (two-way radios capable of transmitting the required distance)</li> <li>Cell phone with extra batteries/remote chargers</li> <li>Human First Aid kit</li> <li>Emergency Euthanasia Options (Gunshot/Chemical/ Physical)</li> <li>Animal Rescue Request forms</li> <li>Animal Impoundment forms</li> <li>Radio/Activities Log form</li> <li>Pens, pencils, permanent markers, paper</li> <li>Clipboards</li> <li>Plastic garbage bags (for bodies)</li> </ul>				
Personal Protection		<ul> <li>Note: Each person should have with them the following items:</li> <li>Appropriate Nomex and wildfire survival gear (must be NFPA approved)</li> <li>High-visibility vest</li> <li>Gloves (bite/welding gloves and work gloves)</li> <li>Properly fitted boots (applicable to situation)</li> <li>Properly fitted PFD with rescue hookup</li> </ul>				

National Mutual Aid & Resource Management Initiative



RESOURCE: ANIMAL PROTECTION: LARGE ANIMAL RESCUE STRIKE TEAM								
CATEGORY:	Animals and A	Agriculture Issues		KIND: Tea				
MINIMUM CAP	ABILITIES:	Түре І	Type II	TYPE III	TYPE IV	OTHER		
Component	Metric							
		<ul> <li>Properly fitted helmet (climbing and/or hard hat)</li> <li>Properly fitted goggles</li> <li>Wetsuit or Drysuit</li> <li>Appropriately graded NFPA or Cordage Institute ropes</li> <li>Flashlight with extra batteries</li> <li>Dust mask/respirator</li> <li>Rain gear</li> <li>Hat for sun protection</li> <li>Water/snacks</li> <li>Good Protective Gloves (appropriate types for water and heavy debris)</li> <li>Good Protective Boots (fire response requires all leather)</li> <li>Quiet clothing materials and attachments: Avoid Velcro</li> <li>Personal Basic Livestock Kit, including halter, lead shank, 20-foot rescue rope</li> <li>Appropriate Nomex protective gear and shelters</li> <li>Materials for head covers, pressure mats/cushions, ear plugs</li> <li>Emergency Euthanasia Option (gunshot/chemical)</li> <li>Other items from the HSUS's equipment list that may be applicable to the situation at hand</li> </ul>						



		RESOURCE:	<b>ANIMAL PROTECTION: LA</b>	RGE ANIMAL RESCUE STI		
CATEGORY:	Animals and A	Agriculture Issues		KIND: Tea	am	
MINIMUM CAP	ABILITIES:	TYPE I	Type II	TYPE III	TYPE IV	Other
Component	Metric	1				
Training		<ul> <li>Team member requirements:</li> <li>Swift Water Rescue Basic Course</li> <li>HSUS/ARC Animal First Aid Course</li> <li>Certified Knot and Mechanical Advantage Training</li> <li>Wildland Fire Training S130 and S190</li> <li>Emergency Euthanasia Training/Certification</li> <li>FEMA/EMI Independent Study Course: IS-195 Basic Incident Command</li> <li>FEMA/EMI Independent Study Course: IS-10 Animals in Disaster – Module A, Awareness and Preparedness</li> <li>FEMA/EMI Independent Study Course: IS-11 Animals in Disaster – Module B, Community Planning</li> <li>Technical Animal Rescue Training (Code 3 Associates or other approved training source)</li> <li>5 years of professional animal care/control/capture experience</li> <li>Team leader should have additional training and/or experience in supervision/management level animal care/control/capture</li> </ul>				

National Mutual Aid & Resource Management Initiative



		RESOURCE:	ANIMAL PROTECTION: LAR	GE ANIMAL RESCUE STR						
CATEGORY:	CATEGORY: Animals and Agriculture Issues KIND: Team									
MINIMUM CAP	ABILITIES:	Түре І	Type II	TYPE III	Type IV	OTHER				
Component	Metric									
		FEMA Livestock in Disasters Correspondence     CODE III Big Useful Livestock Lessons (BULL)     Equine Cruelty or Rescue Short Course     Proper Tailoring and								
Personal		Trailer Extraction Training     Personal Toiletries								
Maintenance Equipment		<ul><li>Seasonal Clothing</li><li>Rx medications</li></ul>								
		<ul> <li>Sunscreen</li> <li>Other items from the HSUS's suggested list</li> </ul>								
Comments:	times would be on number of re needs to be fou	er team should be capable of com semi-dependent on uncontrollable escues anticipated. Team member ind, but blends in with other respo tches, scrapes, and abrasions.	e factors such as terrain, weather ers should not show up for a disas	, road conditions, and distance I ter wearing camouflage gear. C	between rescue sites. Number o Camouflage gear not only complie	f teams ordered will be based cates matters if the person				



		Resource	: ANIMAL PROTECTION: L	ARGE ANIMAL SHELTERIN	NG TEAM	
CATEGORY:	Animals and	Agriculture Issues		KIND: Tea	am	
	ABILITIES:	Түре І	Type II	Type III	TYPE IV	Other
Component	Metric					
Personnel	Number of People Per Response	<ul> <li>22-person response team to set up and run a small animal shelter, consisting of: <ul> <li>1 supervisor</li> <li>3 team leaders</li> <li>18 members for 3 shifts</li> <li>1 veterinarian/veterinarian technician</li> </ul> </li> <li>Can deploy for a minimum of 7 days</li> </ul>	<ul> <li>5-person response team to advise and support local efforts to set up a small animal shelter with the goal for the locals to operate the shelter consisting of:</li> <li>1 supervisor: organize and plan</li> <li>1 shelter manager: oversee shelter set up</li> <li>3 team members</li> <li>1 admin/finance team member, tracking animals coming in and logging out</li> <li>1 shelter operations member reporting to shelter manager</li> <li>1 logistics team: get equipment and supplies for shelter member</li> <li>All team members work with and train local resources</li> <li>Shelter manager will assign tasks to local shelter workers</li> <li>Can deploy for a minimum of 5 days</li> </ul>	2-person advisory team to support local efforts to set up a small animal shelter Can deploy for a minimum 5 days		



		RESOURCE	: ANIMAL PROTECTION: I	LARGE ANIMAL SHELTERIN		
CATEGORY:	Animals and	Agriculture Issues		KIND: Tea	ım	
MINIMUM CAF	ABILITIES:	Түре І	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
Equipment		Radio/walkie-talkie system;         Cell phones; Pagers;         Laptops; Base station; Fresh         batteries; Administration/         management kit with forms;         Documents; Plans; SOPs;         Manuals; Office supplies         Basic large animal handling         equipment and supplies;         Equine and livestock         handling equipment         (ropes, halters, leads)         Basic veterinary and medical         supply kit, refer to American         Red Cross/HSUS list         Portable pens and corrals for	Radio/walkie-talkie system; Cell phones; Pagers; Laptops; Base station; Fresh batteries; Administration/ management kit with forms; Documents; Plans; SOPs; Manuals; Office supplies Basic large animal handling equipment and supplies (ropes, halters, leads)	Basic communication (cell phones) equipment; Laptop; Forms; SOPs		
Vehicle		<ol> <li>1 1-ton, 4x4 pickup with goose neck and other hitches</li> <li>1 box trailer (10,000 lbs GVW)</li> <li>1 SUV for personnel</li> <li>Plus other four-wheel-drive vehicles</li> </ol>	2 large vehicles with four-wheel-drive for supplies	1 vehicle for transport		



		Resource	: ANIMAL PROTECTION: L	ARGE ANIMAL SHELTERIN	NG TEAM	
CATEGORY:	Animals and /	Agriculture Issues		KIND: Tea	ım	
	ABILITIES:	TYPE I	Type II	Type III	Type IV	Other
Component	Metric					
Training and Experience		FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B; Livestock in Disasters First Aid/CPR course for large animals (taught by veterinarians, equestrian centers, American Red Cross, HSUS) Full-day emergency animal shelter course Minimum of 2 years of large animal handling and operations experience Crisis animal behavior training as a separate course or as a part of other training course	FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B; Livestock in Disasters First Aid/CPR course for large animals (taught by veterinarians, equestrian centers, American Red Cross, HSUS) Full-day emergency animal shelter course Minimum of 2 years of large animal handling and operations experience Crisis animal behavior training as a separate course or as a part of other training course	FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B; Livestock in Disasters First Aid/CPR course for large animals (taught by veterinarians, equestrian centers, American Red Cross, HSUS) Full-day emergency animal shelter course Minimum of 2 years of large animal handling and operations experience Crisis animal behavior training as a separate course or as a part of other training course		
Personnel	Lead Time to Deploy	Minimum 72 hours	Minimum 24 hours	Maximum 24 hours		
COMMENTS:	Large animal	refers to horses and livestock. Lo	ocal volunteers can support all ty	pes for shelter teams. No shelter	ring for exotic animals.	



		RESOURCE:	<b>ANIMAL PROTECTION: L</b>	ARGE ANIMAL TRANSPOR	ТЕАМ			
CATEGORY: Animals and Agriculture Issues KIND: Team								
MINIMUM CAP	ABILITIES:	Түре І	TYPE II	Type III	Type IV	Other		
Component	Metric							
Personnel	Number of People Per Response	<ul> <li>5-person response team consisting of:</li> <li>1 team leader</li> <li>4 members</li> <li>1 veterinarian on call</li> <li>Can be deployed for a</li> </ul>						
Equipment		minimum of 5 days Radio/walkie-talkie system cell phones; Pagers; Laptops; Base station; Fresh batteries; Administration/ management kit with forms; Documents; Plans; SOPs; Manuals; Office supplies						
Vehicle		2 1-ton 4x4 pickups with 10,000 lbs GVW towing capacity 1 SUV 2 livestock trailers						
Training Comments:		FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B; Livestock in Disasters						



		RESOURCE:	ANIMAL PROTECTION: SM	ALL ANIMAL RESCUE S	TRIKE TEAM	
CATEGORY:	Animals and	Agriculture Issues			eam	
	ABILITIES:	Түре І	Type II	TYPE III	TYPE IV	OTHER
Component	Metric					
Personnel	Number of People Per Response	<ul><li>6-member team consisting of:</li><li>1 team leader</li><li>5 team members</li></ul>				
Personnel	Deploy- ment Duration	Deployment of this team would be for 7 days on rotation; A minimum of 3 teams should be deployed for 24-hour rescue, 1 team per 8-hour shift				
Vehicle		3 vehicles – 2 persons per vehicle				
Equipment		Each vehicle should be equipped with basic animal capture equipment, including, but not limited to, the following: • Small and large live traps (1 each) • 2 catch poles • Leashes (slip leads and clip) • Stretcher • ID bands • Collars and ID tags • Cages, carriers, and cardboard cat transports (at least 1 per animal) • Appropriately graded NFPA or Cordage Institute ropes • Industrial Lighting Systems and Batteries: (Flashlights to Floodlighting) • Barricade tape • Maps of areas to be serviced • Team communication device (for each team				



		RESOURCE:	ANIMAL PROTECTION: SM	ALL ANIMAL RESCUE	STRIKE TEAM	
CATEGORY:	Animals and	Agriculture Issues		KIND:	Team	
MINIMUM CAP	ABILITIES:	Түре І	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
		<ul> <li>vehicle) (two-way handheld radios with 3-mile transmitting radius)</li> <li>Home base communication device (for each vehicle) (two-way radios capable of transmitting the required distance)</li> <li>Cell phone with extra batteries/remote chargers</li> <li>Human First Aid kit</li> <li>Emergency Euthanasia Options (gunshot/chemical/ physical)</li> <li>Animal Rescue Request forms</li> <li>Animal Impoundment forms</li> <li>Radio/Activities Log form</li> <li>Pens, pencils, permanent markers, paper</li> <li>Clipboards</li> <li>Plastic garbage bags (for bodies)</li> </ul>				
Personal Protection		<ul> <li>Note: Each person should have with them the following items:</li> <li>Appropriate Nomex and wildfire survival gear (must be NFPA approved)</li> <li>High-visibility vest</li> <li>Gloves (bite/welding gloves and work gloves)</li> <li>Properly fitted boots (applicable to situation)</li> <li>Properly fitted PFD with rescue hookup</li> </ul>				



		RESOURCE:	ANIMAL PROTECTION: SM	ALL ANIMAL RESCUE S	TRIKE TEAM	
CATEGORY:	Animals and	Agriculture Issues		KIND: Te	eam	
MINIMUM CAP	ABILITIES:	Түре І	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other
Component	Metric					
		<ul> <li>Properly fitted helmet (climbing and/or hard hat)</li> <li>Properly fitted goggles</li> <li>Wetsuit or drysuit</li> <li>Appropriately graded NFPA or Cordage Institute ropes</li> <li>Flashlight with extra batteries</li> <li>Dust mask/respirator</li> <li>Rain gear</li> <li>Hat for sun protection</li> <li>Water/snacks</li> <li>Other items from the HSUS's equipment list that</li> </ul>				
		may be applicable to the				
		situation at hand				
Training		<ul> <li>Team member requirements include the following:</li> <li>Swift Water Rescue Basic Course</li> <li>HSUS/ARC Animal First Aid Course</li> <li>Certified Knot and Mechanical Advantage Training</li> <li>Wildland Fire Training S130 and S190</li> <li>Emergency Euthanasia Training /Certification</li> <li>FEMA/EMI Independent Study Course: IS-195 Basic Incident Command</li> <li>FEMA/EMI Independent Study Course: IS-10 Animals in Disaster – Module A, Awareness and Preparedness</li> </ul>				
		FEMA/EMI Independent				
		nagement Initiative		1	Animal Llaal	b Dogo 12



		RESOURCE:	ANIMAL PROTECTION: SM	ALL ANIMAL RESCUE STR		
<b>CATEGORY:</b>	Animals and	Agriculture Issues		KIND: Tea	ım	
MINIMUM CAP	ABILITIES:	Түре І	Type II	TYPE III	Type IV	Other
Component	Metric					
		Study Course: IS-11 Animals in Disaster – Module B, Community Planning • Technical Animal Rescue Training (Code 3 Associates or other approved training source) • 5 years of professional animal care/control/capture experience • Team leader should have additional training and/or experience in supervision/management level animal care/control/capture				
Personal Maintenance		<ul> <li>Personal Toiletries</li> <li>Seasonal Clothing</li> </ul>				
Equipment		<ul> <li>Rx medications</li> <li>Sunscreen</li> <li>Other items from the HSUS's suggested list</li> </ul>				
Comments:	times would b on number of needs to be for	ber team should be capable of cor e semi-dependent on uncontrollab rescues anticipated. Team memb pund, but blends in with other resp ratches, scrapes, and abrasions.	le factors such as terrain, weather pers should not show up for a disa	r, road conditions, and distance ster wearing camouflage gear.	between rescue sites. Number Camouflage gear not only compl	of teams ordered will be based icates matters if the person



		Resource	: ANIMAL PROTECTION: S	MALL ANIMAL SHELT	TERING	ТЕАМ	
CATEGORY:	Animals and A	Agriculture Issues		KIND:	Team		
MINIMUM CAP	ABILITIES:	Түре I	Type II	TYPE III		Type IV	Other
Component	Metric						
Personnel	Number of People Per Response	<ul> <li>22-person response team to set up and run a small animal shelter, consisting of: <ul> <li>1 supervisor</li> <li>3 team leaders</li> <li>18 members for 3 shifts</li> <li>1 veterinarian/veterinarian technician</li> </ul> </li> <li>Can deploy for a minimum of 7 days</li> </ul>	<ul> <li>5-person response team to advise and support local efforts to set up a small animal shelter with the goal for the locals to operate the shelter, consisting of: <ul> <li>1 supervisor: organize and plan</li> <li>1 shelter manager: oversee shelter set up</li> <li>3 team members</li> <li>1 admin/finance team member, tracking animals coming in and logging out</li> <li>1 shelter manager</li> <li>1 logistics team, get equipment and supplies for shelter member</li> </ul> </li> <li>All team members work with and train local resources</li> <li>Shelter manager will assign tasks to local shelter workers</li> </ul>	2-person advisory team support local efforts to se a small animal shelter Can deploy for a minimu 5 days	et up		
Personner	Animals Affected						
Equipment		Radio/walkie-talkie system; Cell phones; Pagers; Laptops; Base station; Fresh batteries; Administration/ management kit with forms; Documents; Plans; SOPs; Manuals; Office supplies	Radio/walkie-talkie system; Cell phones; Pagers; Laptops; Base station; Fresh batteries; Administration/ management kit with forms; Documents; Plans; SOPs; Manuals; Office supplies	Basic communication (ce phones) equipment; Lap Forms; SOPs			



	RESOURCE: ANIMAL PROTECTION: SMALL ANIMAL SHELTERING TEAM									
CATEGORY:	Animals and	Agriculture Issues		KIND: Tea	m					
MINIMUM CAP	ABILITIES:	Түре І	TYPE II	TYPE III	Type IV	Other				
Component	Metric	1								
		Basic handling equipment and supplies (gloves, control poles)	Basic handling equipment and supplies (gloves, control poles)							
		Basic veterinary and medical supply kit, refer to American Red Cross/HSUS list								
		(Crates and food will need to be supplied through local area procurement)								
Vehicle		1 four-wheel-drive pickup truck for supplies	2 large vehicles with four-wheel-drive for supplies	1 vehicle for transport						
		Plus other four-wheel-drive vehicles								
Training and Experience		FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B	FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B	FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B						
		Pet First Aid/CPR course (American Red Cross/HSUS)	Pet First Aid/CPR course (American Red Cross/HSUS)	Pet First Aid/CPR course (American Red Cross/HSUS)						
		Full-day emergency animal shelter course	Full-day emergency animal shelter course	Full-day emergency animal shelter course						
		Minimum of 2 years of animal handling or sheltering experience	Minimum of 2 years of animal handling or sheltering experience	Minimum of 2 years of animal handling or sheltering experience						
		Crisis animal behavior training as a separate course or as a part of other training course	Crisis animal behavior training as a separate course or as a part of other training course	Crisis animal behavior training as a separate course or as a part of other training course						
Personnel	Lead Time to Deploy	Minimum 48 hours	Minimum 24 hours	Maximum 24 hours						



RESOURCE: ANIMAL PROTECTION: SMALL ANIMAL SHELTERING TEAM								
CATEGORY:	Animals and A	nimals and Agriculture Issues KIND: Team						
MINIMUM CAPABILITIES: TYPE I TYPE II			TYPE II	Type III	TYPE IV	Other		
Component	Metric							
COMMENTS:	Small animal r	Small animal refers to dogs, cats, rabbits, hamsters, gerbils, guinea pigs, birds, fish, and reptiles. Local volunteers can support all three types for shelter teams (nonanimal						
	handling tasks,	indling tasks, cleaning, and food prep). No sheltering for exotic animals.						



		RESOURCE	: ANIMAL PROTECTION: S	MALL ANIMAL TRANSPO	ORT TEAM	
CATEGORY:	Animals and	Agriculture Issues		KIND: Te	eam	
MINIMUM CAP	ABILITIES:	TYPE I	TYPE II	Type III	Type IV	Other
Component	Metric					
Personnel	Number of People Per Response	<ul> <li>5-person response team consisting of:</li> <li>1 team leader</li> <li>4 members</li> <li>Can deploy for a minimum of 5 days</li> </ul>				
Equipment		Radio/walkie-talkie system; Cell phones; Pagers; Laptops; Base station; Fresh batteries; Administration/ management kit with forms; Documents; Plans; SOPs; Manuals; Office supplies				
Vehicle		<ul><li>1 4x4 pickup</li><li>1 SUV</li></ul>				
Training		FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B; Livestock in Disasters				
COMMENTS:						



		Resour	CE: INCIDENT MANAGEME	ENT TEAM ANIMAL PROTEC	CTION	
CATEGORY:	Animals and	Agriculture Issues		KIND: Tea	am	
	PABILITIES:	Түре І	Type II	TYPE III	Type IV	Other
Component	Metric					
Personnel	Number of People Per Response	Federal deployment of 20-50 persons (see Veterinary Medical Assistance Team under Health and Medical Resources discipline) 1 Incident Commander, 1 Liaison to Unified Command, 1 PIO, 1 Safety Officer, 1 Veterinarian (deployed or on call); Operations Section (includes large and small animal rescue, transportation, shelter, and veterinary teams); Planning Section (includes resources, situation, check-in, and check out); Logistics Section (includes facilities, ground support, equipment, communications, and personnel); Finance/Admin Section (includes procurement and timekeeping)	State deployment of 10-100 persons for assessment and surveillance	Local deployment of 10-30 persons for assessment, surveillance, action within 2 to 4 hours		
Personnel	Lead Time to Deploy	Deploy within 12 to 24 hours	Up to 100 persons deploy within 4 to 12 hours	10-200 persons for disaster response within 24 hours		
Personnel	Sustained Operations	Self-sufficient for up to 3 days and can be deployed for up to 14 days or more.	Deployed for up to 7 days	Deployed for up to 5 days		
Training		Incident Commander: should complete ICS 100-, 200-, and 300-level course work. Volunteers: FEMA EMI/IS classes in Emergency Preparedness; Basic ICS; Animals in Disaster; Module A & B; Livestock in Disasters				



	RESOURCE: INCIDENT MANAGEMENT TEAM ANIMAL PROTECTION							
CATEGORY: Animals and Agriculture Issues KIND: Team								
MINIMUM CA	PABILITIES:	Түре І	TYPE II	TYPE III	ΤΥΡΕ <b>ΙV</b>	Other		
Component	Metric							
Equipment		Radio/walkie-talkie system; Cell phones; Pagers; Laptops; Base station; Fresh batteries; Admin/ management kit with forms; Documents; Plans; SOPs; Manuals; Office supplies						



## **EMERGENCY MEDICAL SERVICES RESOURCES**

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Ambulance Strike Team	
Ambulance Task Force	
Emergency Medical Task Force	



			RESOURCE: AIR AMBUI	ANCE (FIXED-WING)		
CATEGORY:	Health & Medi	cal (ESF #8)		KIND: Airc	raft	
MINIMUM CA	PABILITIES:	TYPE I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric					
Supplies, Equipment, Personnel, and Fixed- Wing Aircraft	Emergency medical services team with equipment, supplies, and aircraft for patient transport & emergency medical care out of a hospital, providing service from airport to airport	Critical Care and Advanced Life Support; Minimum 3 staff (pilot, 2 paramedics or 1 paramedic and 1 nurse or physician); Transport 2 or more litter patients; Night ops capable; IFR capable; Ability to deploy a medical team; MICU equipment (i.e.; ventilators and infusion pumps, medications, blood)	Critical Care and Advanced Life Support; Minimum 3 staff (pilot, 2 paramedics or 1 paramedic & 1 nurse or physician); Transport 1 litter patient; Night ops capable; IFR capable; Ability to deploy a medical team; MICU equipment (i.e.; ventilators and infusion pumps, medications, blood)	Advanced Life Support; Minimum 3 staff (pilot, 2 paramedics, or 1 paramedic and 1 nurse or physician); Transport 2 or more litter patients; Night ops capable; ALS ambulance equipment	Basic Life Support; Minimum 2 staff (pilot, and 1 paramedic transport 1 litter patients; Night ops capable; ALS ambulance equipment	
Comments:	Fixed-Wing service in a disaster is primarily for moving injured or sick people located in the disaster area to medical facilities located outside the disaster area. Fixed-Wing service providers may also be utilized to import personnel and or equipment/supplies into the area of need. Fixed-Wing services require the use of an airport of sufficient length and access to a sufficient quantity of proper fuel type for the type of aircraft requested. Each team/unit can work a maximum of 12-hour shifts, depending upon individual policies and procedures. Aircraft maintenance requirements may occur during deployment. Aviation maintenance must be planned. Hangar facilities should be planned for all extended operations. Backup supplies and some equipment may be required depending upon number of patients and type of event. Communication equipment may be programmable for interoperability but must be verified. Plan for augmenting existing communication equipment to allow Fixed-Wing aircraft to communicate with command center. Coordination with ground ambulance service required. Ground safety assurance and traffic control are important support requirements for injury and crash prevention. This support may be significant depending upon the size and location of the incident.					



			RESOURCE: AIR AMBULA	ANCE (ROTARY-WING)					
CATEGORY:	CATEGORY:     Health & Medical (ESF #8)     KIND:     Aircraft								
MINIMUM CA	PABILITIES:	Type I	TYPE II	Type III	TYPE IV	OTHER			
Component	Metric								
Supplies, Equipment, Personnel, and Aircraft	Emergency medical services team with equipment, supplies, and aircraft for patient transport & emergency medical care out of a hospital	Advanced Life Support; Minimum 3 staff (pilot, 2 paramedics or 1 paramedic and 1 nurse or physician); Transport 2 or more litter patients; Full SAR including hoist capabilities; Night ops capable; IFR capable; ALS ambulance equipment	Advanced Life Support; Minimum 3 staff (pilot, 2 paramedics or 1 paramedic & 1 nurse or physician); Transport 2 or more litter patients; Night ops capable; IFR capable; Ability to deploy a medical team; MICU equipment (i.e., ventilators & infusion pumps, medications, blood)	Advanced Life Support; Minimum 3 staff (pilot, 2 paramedics, or 1 paramedic and 1 nurse or physician); Transport 1 litter patient; Night ops capable; VFR capable; Ability to deploy a medical team; MICU equipment (i.e., ventilators & infusion pumps, medications, blood)	Advanced Life Support; Minimum 2 staff (pilot, and 1 paramedic); Transport 1 litter patient; night ops capable; VFR; ALS ambulance equipment				
Comments:	maintenance mus equipment may be Provide communi restrictions) must	t be planned. Hangar facilities sl e required depending upon numb cation frequencies of ground inci be considered. The typical civilia	hould be planned for all extended ber of patients and type of event. dent command. Plan for augment	l operations. Fuel tankers or othe Communication equipment may ting existing communication equi of 150' x 150'. Ground safety as	intenance requirements may occ er supply points must be identified be programmable for interoperat pment. Landing zones (space, cle surance and traffic control are imp ation of the incident.	d. Backup supplies and some ility but must be verified. earance, and weight			



			RESOURCE: AMBUL	ANCES (GROUND)			
CATEGORY:	EGORY: Health & Medical (ESF #8) KIND: Team; Equipment; Personnel, Sup						Supplies; Vehicles
MINIMUM CA	PABILITIES:	Type I	Type II	TYPE III		TYPE IV	Other
Component	Metric						
Supplies, Equipment, Personnel, and Vehicle	Emergency medical services team with equipment, supplies, and vehicle for patient transport (Type I-IV) and emergency medical care out of hospital	Advanced Life Support; Minimum 2 staff (paramedic and EMT); Transport 2-litter patients; Training and equipment meets or exceeds standards as addressed by EPA, OSHA and NFPA 471,472,473 and 29 CFR 1910, 120 ETA 3-11 to work in HazMat Level B and specific threat conditions; All immunized in accordance with CDC core adult immunizations and specific threat as appropriate	Advanced Life Support, Minimum 2 staff (paramedic and EMT); Transport 2-litter patients, nonHazMat response	Basic Life Support Minim 2 staff (EMT and first responder); Transport 2 l patients; Training and equipment meets or exce standards as addressed EPA, OSHA and NFPA 471,472,473 and 29 CFF 1910, 120 ETA 3-11 to w in HazMat Level B and specific threat conditions immunized in accordance with CDC core adult immunizations and speci threat as appropriate	litter eeds by R vork s; All e ific	Basic Life Support operations; Minimum 2 personnel (I EMT and first responder); Transport 2 litter patients	Nontransporting emergency medical response; Minimum 1 staff; BLS or ALS equipment/supplies
Comments:							



			RESOURCE: AMBULA	NCE STRIKE TEAM		
CATEGORY:	Health & Med	ical (ESF 8)		KIND: Tea	m	
MINIMUM CAF	PABILITIES:	ΤΥΡΕ Ι	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
Supervisor/ Leader Must have own vehicle with communication -s capabilities both enroute and at scene - to all other units under their supervision.	5 ambulances of the same type that can be deployed to cover 12 hr periods or 24 hr ops depending upon number of ambulances needed at one time. Should be self-sufficient for 72-hours	Advanced Life Support; Minimum 2 staff(paramedic and EMT), transport per amb, meets or exceeds standards as addressed by EPA, OSHA and NFP 471,472,473 and 29 CFR 1910, 120 ETA 3-11 to work in haz-mat Level B and specific threat conditions, all immunized in accordance with CDC core adult immunizations and specific threat as appropriate.	Advanced Life Support, Minimum 2 staff (paramedic and EMT) per amb, nonhaz- mat response.	Basic Life Support Minimum 2 staff(EMT and driver) per amb, meets or exceeds standards as addressed by EPA, OSHA and NFP 471,472,473 and 29 CFR 1910, 120 ETA 3-11 to work in haz-mat Level B and specific threat conditions, all immunized in accordance with CDC core adult immunizations and specific threat as appropriate.	Basic life support operations; minimum 2 personnel, (I EMT and driver) per amb.	
Ambulances	Emergency medical services team with equipment, supplies and vehicle for patient transport (Type I-IV) and emergency medical care out of hospital.	5 Type I Ambulances capable of transporting minimum of 10 litter patients total (2 per amb).	5 Type II Ambulances Minimum capability of 10 litter patients	5 Type III Ambulances Minimum capability of 10 litter patients	5 Type IV Ambulances Minimum of 10 litter patients	



			RESOURCE: AMBULA	NCE STRIKE TEAM		
CATEGORY:	Health & Medi	cal (ESF 8)		KIND: Tea	m	
		ΤΥΡΕ Ι	TYPE II	TYPE III	TYPE IV	Other
Personnel	ICS 100 and 200 Basic MCI Field Operations (8 hours) Strike Team Leader- Ambulance Course (8 hours)	ICS 300 Hazmat First Responder – Operations Course WMD Awareness Course 3 Years EMS Experience				
Supplies	Go-Pack Equipment and Supplies to meet minimum scope of practice (ALS or BLS) Equipment and Supplies to meet minimum requirements state agency that provides regulation					
Comments:	An Ambulance Str complete with sup medical supplies,	ervisory element for organization	L Jances of the same type with cor n command and control. The strik sonnel (if 2 crew per ambulance) nce support required.	ke teams may be all ALS or all BL	S. Support elements needed in	clude fuel, security, re-supply of



			RESOURCE: AMBULA	NCE TASK FORCE		
CATEGORY:	Health & Medical	(ESF 8)		KIND: Team		
MINIMUM CAF	ABILITIES:	TYPE I	Type II	TYPE III	Type IV	Other
Component	Metric					
Supervisor/Le ader	Must have own vehicle with communications capabilities - both enroute and at scene - to all other units under their supervision.	1				
Ambulances	Emergency medical services team with equipment, supplies and vehicle for patient transport (Type I- IV) and emergency medical care out of hospital.	Any combination of different types of ambulances assembled for an EMS mission, with common communications & a leader.				
Personnel	ICS 100 and 200 Basic MCI Field Operations (8 hours) Task Force Leader- Ambulance Course (8 hours) One year Leadership experience in a related field					



RESOURCE: AMBULANCE TASK FORCE							
CATEGORY:	Health & Medical	Health & Medical (ESF 8) KIND: Team					
MINIMUM CAPABILITIES: TYPE I TYPE II TYPE III TYPE III TYPE IV OTHER						Other	
Comments:			nces, within span of control, wi Emergency Medical Task For		and a leader. This resource ty urces).	yping is used to distinguish	



	RESOURCE: EMERGENCY MEDICAL TASK FORCE								
CATEGORY:	CATEGORY:       Health and Medical (ESF #8)       KIND:       Team								
	PABILITIES:	Түре І	TYPE II	TYPE III	TYPE IV	Other			
Component	Metric								
Supervisor		1							
Resources		Minimum qualifications: Ambulance Strike Team/Medical Task Force Leader Any combination of resources assembled for a medical mission, with							
		common communications and a leader							
Supplies, Equipment, Personnel									
Comments:									



## **EMERGENCY MANAGEMENT RESOURCES**

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FOC Operations Section Chief	
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	R	ESOURCE: AIRBORNE C	OMMUNICATIONS RELAY	TEAM (FIXED-WING) (S	EE DEFINITION BELOW)	
CATEGORY:	Communications (	ESF #2)		KIND: T	eam, Aircraft, Personnel	
MINIMUM CA	PABILITIES:	Type I	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
Personnel	Crew members capable of at least 8 hours of flying per day and 14-hour duty day; Number of certified pilots, equipment operators, and technicians needed to maintain communications platform depending on size and capability of aircraft	Instrument-rated (IFR) pilot/co-pilot; Trained communicator on board to "in-person" relay communications ("traffic") from sender to receiver on miscellaneous frequencies or channels, including FCC and NTIA controlled frequencies	Noninstrument rated pilot/co-pilot; Trained communicator on board to "in-person" relay communications ("traffic") from sender to receiver on miscellaneous frequencies or channels, including FCC and NTIA controlled frequencies	Instrument rated (IFR) pilot/co-pilot; Trained communicator on board to "in-person" relay communications ("traffic") from sender to receiver on miscellaneous frequencies o channels, including FCC and NTIA controlled frequencies		
Equipment	Airborne platform for (voice, data, images) communications relay and airborne repeater traffic enabling VHF/UHF communications where ground-to- ground contact is impossible	Airborne platform capable of operations up to 10,000' MSL; Carries (provided) airborne repeater (or cross-band repeater) for hands-off communications relay	Airborne platform capable of operations up to 10,000' MSL; Carries (provided) airborne repeater (or cross-band repeater) for hands-off communications relay	Airborne platform capable of operations up to 10,000'	Airborne platform capable of operations up to 10,000' MSL; Carries (provided) airborne repeater (or cross- band repeater) for hands-off communications relay	



CATEGORY:	Communications (	ESF #2)		KIND: T	eam, Aircraft, Personnel	
MINIMUM CAPABILITIES:		Type I	Түре ІІ	TYPE III	TYPE IV	Other
Component	Metric					
Aircraft	Fixed-Wing single-engine or twin-engine aircraft (i.e., Cessna C182, C182RG, C206, TU206); Requires access to fuel supply and fueling points, and routine maintenance facilities and supplies for extended deployments Definition: Team prov	Flight possible through and in overcast conditions	No-overcast and clear- above flight conditions	Flight possible through and overcast conditions	in Flight possible through overcast and clear-above conditions and local emergency needs. Relay	s are primarily conducted
	through aircrews, but c	an also be accomplished throud in team structures. Notes: A	igh electronic repeaters carrie	ed aboard CAP aircraft. Varyin	ing levels of specialized managemer ed by the requesting agency, but te	nt support and command/contro



		RESOURCE:	AIRBORNE COMMUNICAT	TIONS RELAY (FIXED-WING	a) (CAP)	
CATEGORY:	Military Support			KIND: Airc	raft	
MINIMUM CA	PABILITIES:	Түре І	Type II	TYPE III	TYPE IV	Other
Component	Metric					
Vehicle	Fixed-Wing Aircraft	IFR-Capable Fixed-Wing CAP Aircraft	IFR-Capable Fixed-Wing CAP Aircraft	Fixed-Wing CAP Aircraft	Fixed-Wing Aircraft (member owned)	
	Capacity	2-4 passengers with cargo not to exceed design specification of aircraft	2-4 passengers with cargo not to exceed design specification of aircraft	2-4 passengers with cargo not to exceed design specification of aircraft	2-4 passengers with cargo not to exceed design specification of aircraft	
Equipment	Flight Suit	Appropriate level of PPE	Appropriate level of PPE	Appropriate level of PPE	Appropriate level of PPE	
	Communications	Standard FAA FM Radio	Standard FAA FM Radio	Standard FAA FM Radio	Standard FAA FM Radio	
		VHF Radios	VHF Radios	VHF Radios		
		Airborne Repeater capable of patching across multiple operating radio bands	Airborne Repeater supporting Federal frequency assignments			
Aircrews	Training & Ratings	Pilot – Commercial (instrument) or higher certificate and complete unit certification program	Pilot – Private Pilot (instrument) or higher certificate and complete unit certification program	Pilot – Private Pilot or higher certificate and complete unit certification program. Instrument rating desired, but not required	Pilot – Private Pilot or higher certificate and complete unit certification program	
	Crew Availability	Aircrew(s) available for extended operations (greater than 1 week)	Aircrew(s) available for extended operations (greater than 1 week)	Aircrew(s) available for short duration operations (1 week or less)	Aircrew(s) available for short duration operations (1 week or less)	
Management Support	Coordination Capabilities	Incident staff capable of managing air operations branch	Incident staff capable of managing air operations branch	Incident staff capable of supporting independent flight release	Unit-level flight release	
Comments:	Regulations. Aircraf	t will be expected to operate o	ut of established airfield with pav	es and procedures. Aircraft will b red runways. Aircrews will indical that crews are available to those	te fueling and runway requiremer	Federal Aviation Administration ts for the aircraft provided.



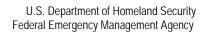
		RESOURCE: AIRBO	RNE TRANSPORT TEAM	(FIXED-WING) (SEE DEFIN	IITION BELOW)	
CATEGORY:	Transportation (ESF	,		KIND: Tea	m, Aircraft, Personnel	
	PABILITIES:	Type I	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other
Component	Metric					
Personnel	Crew members capable of at least 8 hours of flying per day and 14-hour duty day; Number of certified pilots, equipment operators, and technicians needed depends on size and capability of aircraft	Instrument-rated (IFR) pilot/co-pilot; Maximum 2 additional passengers	Noninstrument rated pilot/co-pilot; Maximum 3 passengers (1 pilot required only)	Instrument-rated (IFR) pilot/co-pilot; Maximum 1 passenger (pilot and co-pilot required)	Noninstrument rated pilot/ co-pilot; Maximum 2 passengers (1 pilot required only)	
Aircraft	Fixed-Wing single- engine or twin-engine aircraft capable of 120 knots (130 mph) at cruise (i.e., Cessna C182, C182RG, C206, TU206); Capable of point-to-point transport into short airfields; Capable of eye-in-the-sky coordination of tactical teams on the ground and photo/imaging; GPS guided; Requires access to fuel supply and fueling points, and routine maintenance facilities and supplies for extended deployments	Airborne transport capable of operations up to 10,000' MSL; Flight possible through and in overcast conditions (instrument meteorological conditions); Carries up to 350 lbs. of cargo	Airborne transport capable of operations up to 10,000' MSL; Visual meteorological conditions only; Carries up to 500 lbs. of cargo	Airborne transport capable of operations up to 10,000' MSL; Flight possible through and in overcast conditions (instrument meteorological conditions); Carries up to 200 lbs. of cargo	Visual meteorological conditions only; Carries up to 350 lbs. of cargo	



	RESOURCE: AIRBORNE TRANSPORT TEAM (FIXED-WING) (SEE DEFINITION BELOW)									
CATEGORY:	Transportation (ESF	#1)		KIND:	Team, Aircraft, Personnel					
MINIMUM CA	CAPABILITIES: TYPE I TYPE II TYPE III TYPE IV OTHER									
Component	Metric									
COMMENTS:	Interface       Image: Im									

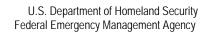


		Resour	RCE: COMMUNICATIONS	SUPPORT TEAM (CAF	<b>'</b> )	
CATEGORY:	Military Support			KIND: Te	am	
	PABILITIES:	TYPE I	Type II	TYPE III	TYPE IV	Other
Component	Metric					
Personnel	Manning	4 radio operators, 1 unit leader, and 1 dedicated technician	3 radio operators, 1 unit leader, and 1 technician on call	2 radio operators and 1 unit leader	1 radio operator and 1 unit leader	
Equipment	Communications	Mobile FAA FM RadioMobile and PortableVHF/FM Radios,capable of AES/DESencryptionPortable VHF/FMrepeater, capable ofAES/DES encryptionMobile and PortableUHF/FM Radios,capable of AES/DESencryptionPortable UHF/FM Radios,capable of AES/DESencryptionPortable UHF/FMrepeater, capable ofAES/DES encryptionSatellite PhoneALE Capable HF RadioHF E-mail Link	Mobile FAA FM Radio Mobile and Portable VHF/FM Radios, capable of DES encryption Portable VHF/FM repeater Mobile and Portable UHF/FM Radios, capable of DES encryption Cell Phone ALE Capable HF Radio	Mobile FAA FM Radio Mobile and Portable VHF/FM Radios Cell Phone HF Radio	Mobile FAA FM Radio Mobile and Portable VHF/FM Radios Cell Phone	
Availability	Duration	Available for extended operations (greater than 1 week)	Available for extended operations (greater than 1 week)	Available for short duration operations (1 week or less)	Available for short duration operations (1 week or less)	
Vanagement Support	Coordination Capabilities	Incident staff capable of managing the communications unit	Incident staff capable of managing the communications unit	Incident staff capable of managing the communications unit	Team management only	
Comments:	team positions. Type	IV teams are expected to serv	e as independent relay points.	Type III teams are expected	specifications. Personnel may be ro d to support local level incident oper national incident operations with mu	ations. Type II teams are





		RESOURCE: CRITIC	AL INCIDENT STRESS MA	NAGEMENT TEAM (SEE DEI	FINITION BELOW)	
<b>CATEGORY:</b>	Health and Med	ical Services (ESF #8)		KIND: Tea		
MINIMUM CA	PABILITIES:	TYPE I	TYPE II	TYPE III	Type IV	Other
Component	Metric					
Personnel	Experience, Training, and Comprehension	1-2 Team Coordinators – Experience as supervisor of CISM Team in large- scale disaster situations in home and other States. Has extensive experience in CISM team administration and knowledge of ICISF standards. Completed certification from the ICISF. Participated in training approved by the ICISF	1 Team Coordinator – Experience as supervisor of CISM Team in medium- to large-scale disaster situations in home State. Has extensive experience in CISM team administration and knowledge of ICISF standards. Completed certification from the ICISF. Participated in training approved by the ICISF	1 Team Coordinator – Experience as supervisor of CISM Team in small-scale disaster situations in home State. Has experience in CISM team administration and knowledge of ICISF standards. Participated in training approved by the ICISF		
Personnel	Number of team members based on size of incident and effects on emergency responders; experience, training, and comprehension	10-15 Team Members – Experience as part of CISM Team in large-scale disaster situations in home and other States. Has extensive experience in CISM administration and knowledge of ICISF standards. Completed certification from the ICISF. Participated in training approved by the ICISF	2-4 Team Members – Experience as part of CISM Team in medium- to large- scale disaster situations in home State. Has extensive experience in CISM administration and knowledge of ICISF standards. Completed certification from the ICISF. Participated in training approved by the ICISF	1 Team Member – Experience as part of CISM Team in small-scale disaster situations in home State. Participated in training approved by the ICISF		
Equipment		Laptop with wireless Internet capabilities; Satellite/cell phone	Laptop with Internet capabilities; Cell phone			
Comments:	Foundation (ICISF). counselors.		nent, membership and governand		ce with the standards of the Intern logists, psychiatrists, social worke	





		Resour	CE: DONATIONS COORDIN	NATOR (SEE DEFINITION BE	LOW)	
CATEGORY:	Volunteers an	d Donations (ESF #15), Ma	ass Care (ESF #6)	KIND: Per	sonnel	
MINIMUM CA	PABILITIES:	Type I	Type II	TYPE III	TYPE IV	Other
Component	Metric					
Personnel	Number based on size and scope of event and public reaction to event	Experience in supervisory role in Donation Coordination in three or more federally declared disaster situations in different States. Has organized and supervised Donation Management in a non-federally declared disaster. Has extensive experience in working with NVOAD agencies and MOUs. Has TTT-Training and has trained donations management and volunteer coordination. Has complete working knowledge of IA & PA and VAL functions under FEMA/State agreement. Understands function of long-term recovery committees	Experience in supervisory role in Donation Coordination in a federally declared disaster. Has worked with a State VOAD on organizing donation management on non-federally declared disaster. Has had training in donations management and volunteer coordination. Aware of IA and VAL functions under FEMA/State Agreement	Experience in working with a federally declared disaster donation coordination effort. Active in VOAD meetings. Has had training in donations management and volunteer coordination	Has had training in donations management and volunteer coordination. Has attended State VOAD meetings	
Equipment		Laptop with wireless Internet capabilities; Satellite or cell phone; Standardized donations management program and form templates for personalizing to disaster	Laptop with wireless Internet capabilities; Satellite or cell phone; Standardized donations management program and forms	Equipment provided by requesting State	Equipment provided by requesting State	
Comments:	and private organ Governmental Orr appropriate for the Operations Cente centers, warehous determines numb	izations following a catastrophic of ganizations (NGOs), and Volunte e emergency situation. Capable r (EOC) or other designated loca sing, and supply systems; and re er of donations coordinators per i Coordinator is a subsection of a	disaster situation. Interfaces with eer Organizations Active in Disast of the physical establishment and tion, including facility, data mana cords offers of donated funds, go incident. Donations Management Team.	n the other State and local goverr ter (VOAD), such as the America d operation of the Donations Coo gement, and internal operations. bods, and volunteer services. Th	d unsolicited funds, goods, and s ment agencies, the FEMA Donat n Red Cross, The Salvation Army rdination Center (DCC), which ma Capable of managing donations e Donations Coordination/Manag dividual Assistance and Public As wing events.	tions Coordinator, Non-



		Reso	URCE: DONATIONS MAN	GEMENT P	ERSONNEL/	ТЕАМ	
CATEGORY:	Volunteers an Functions	d Donations (ESF #15); Ot	her Command Support/Ma	nagement	KIND:	Team	
	PABILITIES:	TYPE I	Type II	T	YPE <b>III</b>	Type IV	Other
Component	Metric						
Donations Team Leader	Size of Event/Level of Expertise Needed; Training/ Experience	X (See capabilities description in Comments section)					
Donations Specialist (Type II Team may be referred to as Donations Strike Team)	Training/ Experience	X (See capabilities description in Comments section)	X (See capabilities description in Comments section)				
Comments:	jurisdiction after in <u>Donations Speci</u> of providing advice support donations services into the of <u>Donations Speci</u> Coordination Cen government in the	ialist/Team Leader: Possesses e on Voluntary Agency/Donation s management operations. Capal overall disaster supply system, an ialist: Possesses an overall know ter (DCC) and the Phone Bank (if e coordination of joint activities to	n and operations of local or state an overall knowledge of all aspe- s Coordination Team (DCT) coor ole of assisting the jurisdiction (if nd recommends the establishmer wledge of all aspects of donation f required). This includes facility support donations management	donations man cts of donation dination. Assis required) in the nt of local distri s management , data manage operations. Ca	nagement in si s managemen sts the NGOs, e establishmer bution centers t at all levels. C ment, and intel apable of assis	ns management. The team will be upport of the affected jurisdiction. It at all levels. Experienced in actual State, and local government in the tof a multiagency warehouse, integ s, as necessary. Capable of assisting in the physical rnal operations. Capable of assistin sting the jurisdiction (if required) in the recommends the establishment of le	I donations operations. Capable coordination of joint activities to gration of donated goods and establishment of the Donations g the NGOs, State, and local he establishment of a

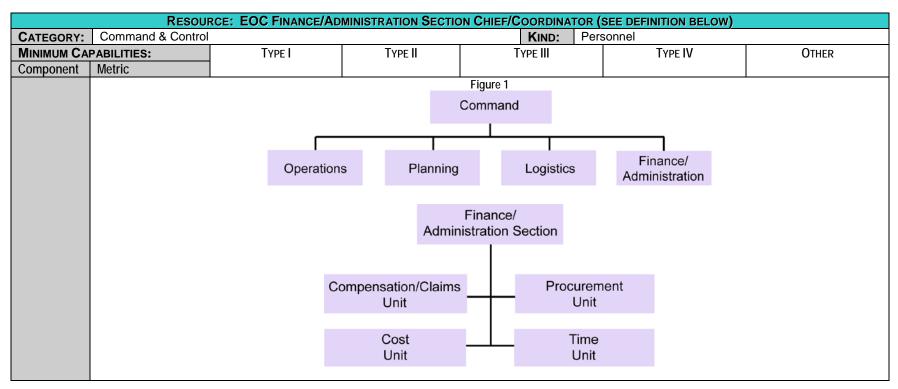


		Resou	IRCE: EMAC ADVANCE T	EAM (SEE DEFINITION BEL	ow)		
CATEGORY:	Resource Mana	gement (ESF #7)		KIND: Tea	im		
	PABILITIES:	TYPE I	Type II	TYPE III	TYPE IV	Other	
Component	Metric						
Personnel	Number determined by requesting State(s); experience; training; certification; knowledge of procedures; deployment abilities	4-member team, consisting of 1 primary point of contact and 3 support staff members. Team members have experience in live EMAC deployments; Participated in exercises; Completed EMAC certification program; Completed standardized EMAC field course training; In-depth knowledge of EMAC procedures; Able to deploy on 24-hours notice for up to 2-week deployment	2-member team, consisting of 1 primary point of contact and 1 support staff member. Team members have participated in exercises; Completed standardized EMAC field course training; knowledge of EMAC procedures; Able to deploy on 24-hours notice for up to 2-week deployment	2-member team, consisting of 1 primary point of contact and 1 support staff member. Team members have participated in exercises; Completed standardized EMAC field course training; knowledge of EMAC procedures; Able to deploy on 48-hours notice for up to 2-week deployment			
Equipment		"Forward" A-Team requires 2 portable "Go-Kits," consisting of: Independent computer system with wireless/ satellite Internet capabilities, mini-cam, fax, printer, copier, cell and satellite phone systems	"Forward" A-Team requires 1 portable "Go-Kits," consisting of independent: Computer system with wireless/satellite Internet capabilities, mini-cam, fax, printer, copier, cell and satellite phone systems	"Forward" A-Team requires 1 portable "Go-Kits," consisting of independent: Computer system with wireless/satellite Internet capabilities, mini-cam, fax, printer, copier, cell and satellite phone systems			
Comments:	The EMAC Advance Team is a team (typically comprised of two staff members) of EMAC trained and experienced personnel designated to deploy to a State to facilitate inter-State mutual-aid assistance under the Emergency Management Assistance Compact (EMAC). The mission of the EMAC Advance Team is to implement EMAC on behalf of the requesting State by coordinating and facilitating the provision of assistance from other member States in accordance with procedures set forth in the EMAC Standard Operating Procedures. "Standing" A-Teams may operate from their home State(s), but in large-scale disasters, the requesting State may require a "Forward" A-Team which is deployed to the requesting State's EOC. A-Teams may also be deployed to FEMA Regional Operations Centers (ROCs) or FEMA HQ as a part of the Emergency Support Team (EST), as requested by FEMA and approved by the EMAC Chair. For a multi-State event, a "Controlling" A-Team will be designated.						



		RCE: EOC FINANCE/AD	MINISTRATION SECTIO		(SEE DEFINITION BELOW)	
CATEGORY:	Command & Control			KIND: Personnel		
MINIMUM CA	PABILITIES:	Type I	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
Personnel	Experience, Training, and Comprehension	Supervisory role in Finance/Admin in 3 or more federally declared disaster situations in different States. Has organized and supervised subunits of Section in a federally and/or non- federally declared disaster. Has extensive experience and training in IC system	Supervisory role in Finance/Admin in a federally declared disaster situation in home and/or other State. Has organized and supervised subunits of Section in a non-federally declared disaster in home State. Has experience and training in IC system	Training and/or experience in Finance/Admin for non- federally declared disaster situations in home State. Has training in IC system		
Equipment		Laptop with wireless Internet capabilities; Satellite/cell phone; Standardized forms commonly used in the execution of this function	Laptop with Internet capabilities; Satellite/cell phone; Standardized forms commonly used in the execution of this function	Equipment provided by requesting State: Laptop, comm., and standardized forms commonly used in the execution of this function		
Comments:	This function is part of the include Compensation/Cla and/or administrative serv assistance. In large, com to monitoring multiple sou for additional funds before Chief may also need to m so that operational record specialist in the Planning setablishing specific subo case, a procurement techn from the agency that has t	standardized ICS structure pe aims, Procurement, Cost, and ices to support incident manag- plex scenarios involving signifi rces of funds, the Section Chie e operations are affected negat onitor cost expenditures to ensist s can be reconciled with finance Section could provide. The Fin rdinate units. In some of the fu	er the National Incident Mar Time. (See Figure 1.) Whe gement activities, a Finance cant funding originating fror ef must track and report to t tively. This is particularly in sure statutory rules that app cial documents. Note that, in nance/Administration Section unctional areas (e.g., procu- ned in the Planning Section is support. The Section Ch	agement System. If situation we en there is a specific need for fir /Administration Section is establed multiple sources, the Finance he IC the financial "burn rate" as apportant if significant operational ly are met. Close coordination n some cases, only one specific on Chief will determine, given cu rement), an actual unit need not instead. Because of the special	inistering support for EOC person varrants, chief/coordinator oversee bancial reimbursement (individual blished. Under the ICS, not all age /Administrative Section is an esse s the incident progresses. This al I assets are under contract from th with the Planning Section and Log c function may be required (e.g., c irrent and anticipated future require t be established if it would consist alized nature of finance functions,	es subunits of this function to and agency or department), encies will require such ential part of the ICS. In addition lows the IC to forecast the need he private sector. The Section gistics Section is also essential cost analysis), which a technical rements, the need for of only one person. In such a





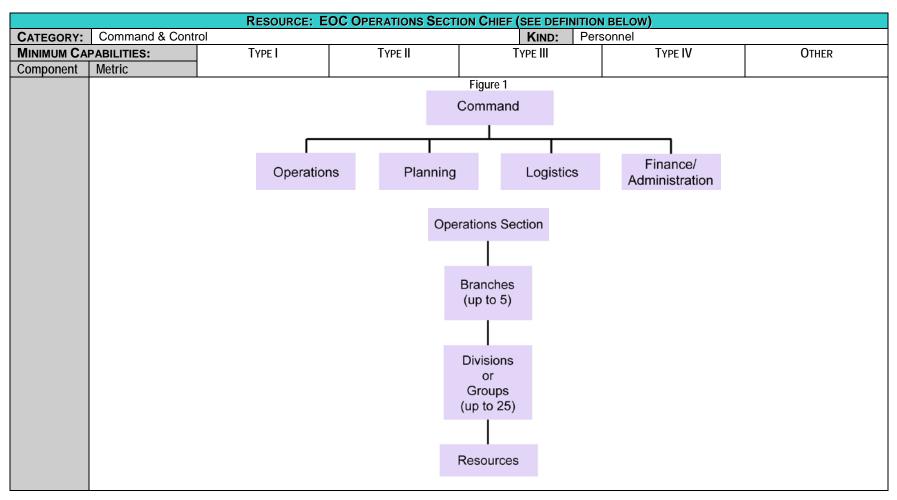


			RESOURCE: EOC MA	NAGEMENT SUPPORT	г Те	AM	
CATEGORY:	Other: Comm	and & Operations Sup	port/Management Function	s Kini	D:	Team	
under which the	se support func		also to "Incident Management		ned tl	hat an Incident Command/lead ha	as already been established
	1	Түре І	Type II	Type III		Type IV	Other
Component	Metric	No.					
Information Officer		Yes	Yes	Yes		Yes	
Liaison Officer		Yes	Yes	Yes		Yes	
Safety Officer	See	165	165	165		Tes	
Incident	Comments	Optional	Optional	Optional			
Commander	for Metrics	optional	optional	optional			
(optional)							
Administrative			Yes				
Aide						Safety Officer, and Administrative Aid	
	appropriate age incidents. The In Liaison Officer one Liaison Offi assistants as ne assisting or coo Safety Officer: situations. Only agencies or juris Administrative	ncies and organizations. On nformation Officer may have incidents that are multijuri- cer will be assigned for eac- ecessary, and the assistants perating agencies. These a The Safety Officer's function one Safety Officer will be a sdictions. Safety assistants <u>Aide:</u> The Administrative A	Ity one information Officer will be assistants as necessary, and the sdictional, or have several agenci h incident, including incidents ope may also represent assisting ag- re personnel other than those on n is to develop and recommend r ssigned for each incident. The Sa may have specific responsibilities	assigned for each incident e assistants may also repre- tes involved, may require the erating under Unified Com- encies or jurisdictions. The direct tactical assignments neasures for assuring pers fety Officer may have assist s such as air operations, has istrative/secretarial suppor	t, incluesent he esemand Liais or th sonne stants azarde	he EOC Management Support Team	ed Command and multijurisdiction sition on the Command Staff. Only Laison Officer may have onnel assigned to the incident by nate hazardous and unsafe hay also represent assisting
	Source: FIRES	COPE, California Departme	nt of Emergency Services, 2001;	Phoenix Fireground, City c	of Pho	oenix Fire Department, 2002	



		RESOURCE: E	OC OPERATIONS SECT	ION CHIEF (SEE DEFINI	ITION BELOW)	
CATEGORY:	Command & Contr				Personnel	
	PABILITIES:	Type I	TYPE II	Type III	Type IV	Other
Component	Metric					
Personnel	Experience, Training, and Comprehension	Supervisory role in Operations Section in 3 or more federally declared disaster situations in different States. Has organized and supervised subunits of Section in a federally and/or non- federally declared disaster. Has extensive experience and training in IC system	Supervisory role in Operations Section in a federally declared disaster situation in home and/or other State. Has organized and supervised subunits of Section in a non-federally declared disaster in home State. Has experience and training in IC system	Training and/or experience Operations for non-federal declared disaster situation in home State. Has trainin in IC system	lly 1s	
Equipment		Laptop with wireless Internet capabilities; Satellite/cell phone; Standardized forms commonly used in the execution of this function	Laptop with Internet capabilities; Satellite/cell phone; Standardized forms commonly used in the execution of this function	Equipment provided by requesting State: Laptop, comm., and standardized forms commonly used in the execution of this function	l he	
Comments:	situation control, and re human services assista as warranted. (See Fig or more deputies (prefe Chief should be design	storing normal conditions; res ince, and infrastructure assista jure 1.) The Operations Section arably from other agencies in n	ponsible for the delivery and c ance; and oversight of subunits on Chief directly manages all in nultijurisdictional incidents). D od and will have direct involver	oordination of disaster assis s of Operations Section, inclu- ncident tactical activities and eputies will be qualified to a	implements the IAP. The Opera	cluding emergency assistance, n/Groups (up to 25) and Resources tions Section Chief may have one ection Chief. An Operations Section

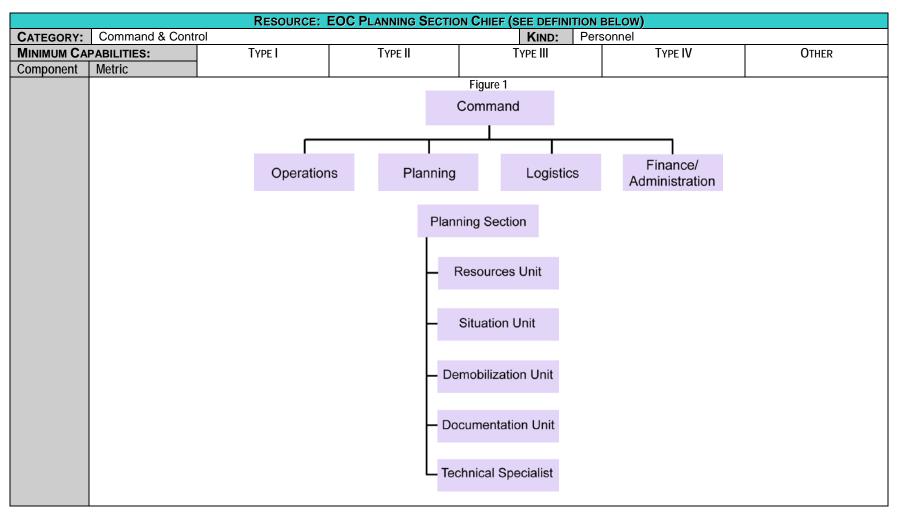






		RESOURCE:	EOC PLANNING SECTIO	ON CHIEF (SEE DEFINITION	I BELOW)	
CATEGORY:	Command & Cont				rsonnel	
MINIMUM CA	PABILITIES:	TYPE I	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other
Component	Metric					
Personnel	Experience, Training, and Comprehension	Supervisory role in Planning Section in 3 or more federally declared disaster situations in different States. Has organized and supervised subunits of Section in a federally and/or non- federally declared disaster. Has extensive experience and training in IC system	Supervisory role in Planning Section in a federally declared disaster situation in home and/or other State. Has organized and supervised subunits of Section in a non-federally declared disaster in home State. Has experience and training in IC system	Training and/or experience in Planning for non-federally declared disaster situations in home State. Has training in IC system		
Equipment		Laptop with wireless Internet capabilities; Satellite/cell phone; Standardized forms commonly used in the execution of this function	Laptop with Internet capabilities; Satellite/cell phone; Standardized forms commonly used in the execution of this function	Equipment provided by requesting State: Laptop, comm., and standardized forms commonly used in the execution of this function		
Comments:	operations, conducts pl disseminating tactical in resources assigned to incident. The Planning evaluating the situation	anning meetings, and prepare nformation pertaining to the inc the incident. The Planning Sec	s the IAP for each operational cident. This section maintains ction prepares and documents s (Resources, Situation, Demo for additional personnel and e	period. (See Figure 1.) The Pl information and intelligence on FIAPs and incident maps and ga bilization, and Documentation)	Ind assigned resources, develops anning Section is responsible for o the current and forecasted situatio athers and disseminates informatio and may include a number of techr	collecting, evaluating, and n, as well as the status of n and intelligence critical to the







	Resou	RCE: EVACUATION COOR	DINATION TEAM (SEE DEFI	NITION BELOW) (SEE ALSO	<b>EVACUATION LIAISON TE</b>	AM)		
CATEGORY:	Transportation	n (ESF #1)		KIND: Team				
MINIMUM CA	PABILITIES:	Type I	Type II	Type III	Type IV	Other		
Component	Metric							
Personnel	Number based on size and scope of evacuation activities	1 Evacuation Coordination Team leader; 2 emergency management specialists; 2 information technology specialists; 2 transportation specialists	1 Evacuation Coordination Team leader; 1 emergency management specialist; 1 information technology specialist; 1 transportation specialist	1 Evacuation Coordination Team leader; 1 information technology specialist; 1 transportation specialist				
Equipment	Scalable based on number of specialists needed	7 laptop computers with wireless/satellite Internet access; HURREVAC preloaded with requesting community clearance times in EVACDATA folder in HURREVAC; Access to ETIS (obtain appropriate State password upon arrival from the local EOC); 2 satellite/cell phones	4 laptop computers with wireless/satellite Internet access; HURREVAC pre- loaded with requesting community clearance times in EVACDATA folder in HURREVAC; Access to ETIS (obtain appropriate State password upon arrival from the local EOC); 2 satellite/cell phones	Equipment provided by requesting State				
Comments:	Provides support in State and local emergency response efforts by compiling, analyzing, and disseminating traffic-related information that can be used to facilitate the rapid, efficient, and safe evacuation of threatened populations. Primarily operates in the State or local EOC as an extension of ESF #1 – Transportation. The mission of the Evacuation Coordination Team is to provide for the protection of life or property by removing endangered persons and property from potential or actual disaster areas to areas of less danger through the successful execution of evacuation procedures.							



		Re	SOURCE: EVACUATION	LIAISON TEAM (ELT)		
CATEGORY:		extension of ESF #1; Transpo		KIND: Tear	m	
		: Variations may exist according				
MINIMUM CAF		Түре І	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
Emergency Management Specialist Information Technology Specialist Department of Transportation Specialist Deployment Equipment	Training, Certification (where available), and Experience Scalable based on number of specialists needed	X X X • Two laptop computers with preloaded Internet access programs; HURREVAC loaded (with requesting				
		<ul> <li>community clearance</li> <li>times in EVACDATA</li> <li>folder in HURREVAC);</li> <li>Internet browser</li> <li>(Explorer preferred);</li> <li>access to ETIS (obtain appropriate state</li> <li>password upon arrival</li> <li>from the local EOC)</li> <li>Two telephones (landline or cellular)</li> </ul>				
Comments:	efficient, and sa	rt in State and local emergency responsion of threatened population of threatened population raft profile, submitted by State of Floring	ons. Primarily operates in the S	tate or local EOC as an extension		I to facilitate the rapid,



			RESOURCE: INCIDENT		NT TEAMS	5	
CATEGORY:	Support/Mana	all Functions; Other—Congement Functions	-		KIND:	Team	
Components	and Capabilities.	: Variations may also be base	ed on level and type of disaste	r experience.	(i.e., local	event experience vs. national ev	ent experience).
	PABILITIES:	Type I	TYPE II	TYPE III		Type IV	OTHER
Component	Metric						
Incident Commander		Yes	Yes	Yes		Yes	
Operations Section Chief	See	Yes	Yes	Yes		Yes	
Planning Section Chief	Comments for Metrics	Yes	Yes	Yes		Yes	
Logistics Section Chief		Yes	Yes	Yes		Yes	
Finance/ Admin Section Chief		Yes	Yes	Yes		Yes	
Specialized Functions (i.e., HazMat, Insurance, etc.)		Yes	Optional	Optional		Optional	



CATEGORY:         Encompasses all Functions; Other—Command & Operations         KinD:         Team           Components and Capabilities: Variations may also be based on level and type of disaster experience. (i.e., local event experience vs. national event experience).           MINIMUM CAP-BILITIES:         TYPE II         TYPE III         TYPE III         OTHER           Component         Metric         A command learn comprised of the Incident Commander, appropriate command and general staff personnel assigned to an incident. (Source: FIRESCOPE)           Incident Commander:         The Incident Commander, the Incident Commander is selected by qualifications and experience. The Incident Commander may have a deputy, who may be from the same agence, or from an assisting agency. Deputies may also be used at section and tranch levels of the ICS organization. Deputies may also may be from management may also have under its purview an Information Officer, Laison Officer, Agency Representative(s), and Safety Officer.           Operations Section Chief:         The Deprations Section Chief: The Operations Section Chief, a member of the General Staff, is responsible for the management of all operations directly applicable to the primary mission. The Operations Chief also directs the preparation of unit operations Chief also directs the preparation of unit peratorian plans: requests or releases resources; makes expedient charges to the Incident Kommander. Burview a Branch Director, Division/Group Supervisor, Strike Team/Task Force Leader, Single Resource Coordinator, and Staging Area Manager.           Division/Group Supervisor, Strike Team/Task Force Leader, Single Resource Coordinator, and Staging Area Manager.				RESOURCE: INCIDENT N	ANAGEMENT TEAN	S					
Components and Capabilities: Variations may also be based on level and type of disaster experience. (i.e., local event experience vs. national event experience).           MINIMUM CAPABILITIES:         TYPE I         TYPE II         TYPE III         TYPE III         TYPE IV         OTHER           Component         Metric         A command team comprised of the Incident Commander, appropriate command and general staff personnel assigned to an incident. (Source: FIRESCOPE)         Incident Commander: The Incident Commander's responsibility is the overall management of the incident (lo which they are assigned). On most incidents, the command activity is carried out by a single Incident Commander: Depulses may also be used at section and branch levels of the ICS cognization. Depulser may also be used at section and branch levels of the ICS cognization. Depulser may also be used at section and branch levels of the ICS cognization. Depulser may also be used at section and branch levels of the ICS cognization. Depulser may also be used at section and branch levels of the ICS cognization. Depulser may also be used at section and branch levels of the ICS cognization. Depulser may also have under its purview an Information Officer, Liaison Officer, Agency Representative(s), and Safety Officer.           Operations Section Chief The Operations Section Chief a, member of the General Staff, is responsible for the management of and uperalisms directly applicable to the incident the incident Action Plan as necessary: and reports such to the Incident Management team and directs its execution. The Operations Chief also directs the preparation of unit operational plans: requests or releases resources makes expedient changes to the incident. Single Resource of incident events, and (3) prepare alternative strategies and control portalons for the incid	CATEGORY:			nmand & Operations	KIND:	Tea	m				
MINIMUM CA>ABLITTES:         TYPE I         TYPE II         TYPE III         TYPE IV         OTHER           Component         Metric         A command team comprised of the Incident Commander, appropriate command and general staff personnel assigned to an incident. (Source: FIRESCOPE)         Incident Commander: The Incident Commander's responsibility is the overall management of the incident (to which they are assigned). On most incidents, the command activity is carried out by a single incident Commander. The Incident Commander is selected by qualifications and experience. The Incident Commander may have a deputy, who may be from the same agency, or from an assisting agency. Deputies may also be used at section and branch levels of the ICS organization. Deputies must have the same qualifications as the person for whom they work, as they must be ready to take over that position at any time. Depending on the exitent of the Incident Management team needed, this area of management may also have under its purview an Information Officer, Liaison Officer, Agency Representative(s), and Safety Officer.           Operations Section Chief:         The Operations Section Chief attivates and supervises organization elements in accordnarce with the Incident Action Plan and directs is execution. The Operations Chief also directs the preparation of unit operational plan; requests or releases resources: makes expedient chiefelt. Action Plan and the event is purview a Branch Director, Division/Group Supervisor, Strike Team/Task Force Leader, Single Resource Coordinator, and Staging Area Manager.           Planning Section Chief:         The Planning Section Chief is responsible for the collection, evaluation, dissemination, and use of information about the development of the incident and status of resources. Informating sedue Subscore Sun	Commente			d an lavel and huna of diagona							
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Source: FIRESCOPE, California Department of Emergency Services, 2001		purview a rime U	nii Leader, Procurement Unit Lea	ider, compensation/claims Unit I	Leader, and Cost Unit Le	eader.					
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CATEGORY:	Planning & Re	ecovery		KIND: Tea	m	
MINIMUM CA	PABILITIES:	Түре І	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
Personnel	Number based on size and scope of disaster and estimated assistance needs; knowledge	1 IA Disaster Assessment Team leader; 1 Disaster Recovery Center leader and team based on determination of number(s) of DRCs; 1 Voluntary Agency Liaison; 1 Donations Management leader				
Equipment		Laptop with wireless Internet capabilities; Satellite or cell phone; Standardized donations management, unmet needs, resource booklet, and various programs and form templates for personalizing to disaster				
Comments:	team leader must Team members n	e for providing expert assessments have knowledge of all State progra nust have good knowledge of all State ieve adequate service delivery. Thi	ams and how they work with the ate programs. All members mu	eir Federal counterparts, must ha ust possess the ability to work wit	ve worked as DRC State represe h the public and understand disa	ntative in one Federal disaste ster clients' dynamics in



0		ORCE. INDIVIDUAL ASSI	ISTANCE DISASTER ASS	SESSMENT TEAM LEADER (		
CATEGORY:	Other				sonnel	1
MINIMUM CAP	ABILITIES:	Type I	TYPE II	TYPE III	TYPE IV	OTHER
Component	Metric					
Personnel	Completed Following Trainings: FEMA IA, Vol. Management Donation Management	Completed mission as administrative lead on 2 federally declared disasters as IA Team leader. Extensive knowledge of all programs (see comments for specifics) as well as assisted writing SAP- completed 10 years in EM in Human Services position	Completed mission as administrative lead on federally declared disasters as IA Team leader. Good knowledge on all programs (see comments for specifics), completed 5 years in EM in Human Services position	Completed mission as IA lead team member on federally declared disasters. Working knowledge on all programs (see comments for specifics), completed 3 years in EM in Human Services position	Completed mission as any member of an IA team on federally declared disasters. Attended classes on all programs (see comments for specifics)	
Equipment	Laptop with wireless Internet capabilities	Laptop with wireless Internet capabilities	Equipment provided by requesting State	Equipment provided by requesting State		
Comments:	knowledge of IA area knowledge of the im loans, IRS disaster p	as: Complete understanding c mediate/regular Crisis Counse program, USDA food stamps/cr prk closely with the public infor	of the State's other needs; ass ling program, Manufactured F ommodities disaster program,	team. (See Individual Assistance istance-State administrative plan, lousing program, IA Housing prog legal aid, Farm Services, Admini n is not part of the Incident Comn	, good working knowledge of NEI gram. Programmatic/administrati stration on Aging Services. Abili	MIS program. Administrative ve knowledge of SBA disaster ty to work with personnel



		RESOURCE: MOBILE	<b>COMMUNICATIONS CENTE</b>	ER (ALSO REFERRED TO A	S "MOBILE EOC")	
CATEGORY:	Communicati	on (ESF #2); Command & (			nicle	
MINIMUM CA	PABILITIES:	Түре І	TYPE II	TYPE III	Type IV	Other
Component	Metric					
Chassis	Feet	48'-53' custom trailer, bus chassis, conventional cab/van chassis, or diesel motorhome chassis with or without slide-out room	35'-40' motorhome chassis with or without slide-out room	25'-35' Gas or diesel motorhome chassis, or custom trailer (trailer does require additional tow vehicle)	Converted SUV or Travel Trailer, or 25'-40' custom built trailer (trailer does require additional tow vehicle)	
Interior	Workstations	6-10 workstations, with private meeting area for Command personnel	4-6 workstations, with private meeting are for Command personnel	2-4 workstations	1 to 2 workstations	
Radio Frequency Transceivers	1 Unit	RF Communications with adjoining agencies, State agencies through mutual aid transceiver and any other frequencies	RF Communications with adjoining agencies, State agencies through mutual aid transceiver and any other frequencies	RF Communications with adjoining agencies, State agencies through mutual aid transceiver	RF Communications within jurisdiction and with adjoining agencies	
Internet Access	Speed	High bandwidth capabilities via satellite such as INMARSAT or V-Sat	High bandwidth capabilities via satellite such as	Cellular system; Faxing through cell or	Via cellular system (portable)	
Video Telecon- ferencing	N/A		INMARSAT or V-Sat; Faxing through cell or satellite system (4,800 bps)	satellite system (4,800 bps)		
High-Speed Fax	Speed					
Voice Communi- cations through Landlines, Cell Lines, and Satellite	Type of system	PBX office-style telephone system & Cellular PBX System (ML500 or similar)	PBX office-style telephone system & Cellular PBX System (ML500 or similar)	PBX office-style telephone system	Through individual cell phones only	
On-Scene Video Monitoring	N/A	Through camera/video system	Through camera/video system			
Computer- Assisted Dispatch	N/A	Yes	Yes	Yes		



RESOURCE: MOBILE COMMUNICATIONS CENTER (ALSO REFERRED TO AS "MOBILE EOC")										
<b>CATEGORY:</b>	Communicatio	on (ESF #2); Command & C	Control	KIND: Veh	nicle					
MINIMUM CA	PABILITIES:	TYPE I	TYPE II	TYPE III	TYPE IV	Other				
Component	Metric									
Computer/ Server Capabilities	N/A	Hardwired and wireless LAN. Workstations should have Ethernet connection and 120 vac protected receptacle. All computer based software packages pre-installed	Hardwired and wireless LAN. Workstations should have Ethernet connection and 120 vac protected receptacle. All computer based software packages pre-installed	Hardwired and wireless LAN. Workstations should have Ethernet connection and 120 vac protected receptacle. All computer based software packages pre-installed	Basic computer systems only (power source must be provided from outside vehicle)					
Personnel	Function	IT Support, Driver/Operator with CDL certification, and Communications Support	IT Support, Driver/Operator, and Communications Support	Driver/Operator	Driver/Operator					
Deployment Capabilities	<ul> <li>All types should be capable of:</li> <li>Operating in environment with little to no basic services, including no electrical service, no phone lines, and no cell towers</li> <li>Providing own power generation and fuel supply to operate a minimum of 3-4 days without refueling</li> <li>Sustaining long term deployment as well as short-term responses</li> <li>Facilitating communications between multiple agencies (Federal, State, county, and municipal agencies)</li> <li>Operating as forward EOC</li> <li>Minimal set up time</li> <li>Serving basic personnel needs such as a bathroom, mini-refrigerator, microwave, and coffee maker where space is available</li> </ul>									
Comments:	adjoining agency radios and progra addition to the cel <u>Satellite System</u> Useful for video-te large downloads of EOC or other loca <u>Microwave Units</u> <u>Server Compute</u> EOC. A hard-wire <u>Telephone Syste</u> Each workstation <u>Cellular PBX System</u>	transceivers. A central Commun immable radios, giving the unit th ntral rack. This module will allow <u>s</u> —NMARSAT system can be uti eleconferencing, high quality voic of bandwidth. This bandwidth can ation. The FCC continues to apple <u>c</u> —Some States and jurisdictions <u>rs</u> —A rack-mounted Server shou ed LAN and a wireless LAN shou <u>em</u> —An office-style PBX system s should have a telephone unit as	ications rack should be built near e ability to communicate with as for different frequency transceive lized for telecommunications and e transmission, faxing, and dial-u n be managed to provide Internel rove new technology for this syst have microwave-capable facilitie have microwave-capable facilitie and be installed in Type I, II, and II Id also be installed to enable all w should be installed in Type I, II, and II well as units on-hand for exterior unit is used for multiple cell lines (	the Communications Officer pos many agencies as possible. Type rs to communicate commonly. DOD secure data transfer. For a up Internet access. V-Sat system t access, voice communications, em. Iridium, Global Star, or other s and equipment installed for qua units. This Server can be design vorkstations access to the Server and III units. This system can be operations.	gned to mimic many of the operati	ss used adjoining agency operability Module installed in ounted and auto-tracking. auto-tracking dishes, and allow e on-scene video back to an eld communications. ons and software in use at the s, and satellite telephones.				



	RESOURCE: MOBILE COMMUNICATIONS CENTER (ALSO REFERRED TO AS "MOBILE EOC")									
CATEGORY:	CATEGORY: Communication (ESF #2); Command & Control			KIND: Veh	icle					
MINIMUM CA	PABILITIES:	TYPE I	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other				
Component	Metric									
	Camera and Video Systems—The unit should have an installed mast (no taller than 30' without exterior supports) and camera system with monitors in both the conference and communications area. The video system controls the multiple inputs and distributes them to the monitors. The system should support the mast and camera, display Server Computer programs, helicopter downlink, DSS, and have the capability to receive signals from additional units by plugging into exterior console.									



		RESOURCE: MOBIL	E FEEDING KITCHEN (ALS	O KNOWN AS A " MOBILE	FIELD KITCHEN")	
CATEGORY:	Food & Water	r (ESF #11)		KIND: Eq	uipment	
MINIMUM CA	PABILITIES:	TYPE I	TYPE II	Type III	ΤΥΡΕ Ιν	Other
Component	Metric					
Mobile Field Kitchen	Number of people unit is capable of feeding	Feeds up to 1,000 twice daily	Feeds up to 650 twice daily	Feeds up to 300 twice daily	Feeds up to 100 twice daily	
Mobile Kitchen Trailer (MKT-I)	1 Trailer	45-53' trailer	36-42' trailer	20-30' trailer	16-18' trailer (concession-type)	
2 1/2-Ton or 5-Ton Truck and Driver for Transport	1 Truck + Driver	Yes	Yes	Yes	Yes	
Kitchen Support Personnel	Number of Personnel	4, including kitchen supervisor	3, including kitchen supervisor	2	2	
Comments:	are used to support emergency responses preparation. The carries tables, charareas protected fit	ort feeding operations at emerger nse or those displaced by the dis units may be fitted with convectio airs, additional implements, tents rom natural elements of the enviro	ncy incidents. It should be capab aster. The system should be eq in and conventional ovens, stear or dining hall facilities as reques onment. All food preparation equ	le of providing hot meals twice d uipped to provide storage, refrige n and tilt skillets, and modern bu sted. The kitchen should provide uipment, the electrical supply, the	hat can be positioned forward in fu laily to 650 to 1,000 individuals, ei eration, sanitation, and other esse irner units. <u>The kitchens may com</u> a minimum of 360 square feet of f e environmental control system, ai hen may include a crew of four, pl	ther those providing the ntials for all types of meal <u>e with a support trailer that</u> food preparation and serving nd all related controls should be



		RESOURCE: PU	JBLIC ASSISTANCE COC	RDINATOR (SEE DEFINITI	ON BELOW)	
CATEGORY:	Information & Planni	ing (ESF #5)		KIND: Pe	ersonnel	
MINIMUM CAP	ABILITIES:	Type I	TYPE II	Type III	TYPE IV	Other
Component	Metric					
Personnel	Basic RequiredTraining RecoveryOperation I and II;DebrisManagement andTechnologySecurityContinuingEducation (CE) asexampleEnvironmental andHistoricalPreservation406 HazardMitigation;PA CostEstimating FormatOn-the-JobTraining	Public Assistance Coordinator (PAC) Basic Training, on-the- job training and CE Attending Scoping Meetings and FEMA State PA meetings	Trainee Public Assistance Coordinator (PAC) Basic Required Training, CE and on-the-job training for an average of 2 disasters. Assisted a PAC on the average 2 disasters, attend applicant briefings and kick-off meetings	Project Officer (PO) Basic Training CE, and on-the-job training; prepare PWs; attend applicant briefings and kick- off meetings	Trainee Project Officer (PO) Basic Required Training and on-the-job training for an average of 2 disasters. Assisted a PO on the average 2 disasters, attend applicant briefings and kick- off meetings	
Equipment		Laptop/wireless Internet capabilities; Satellite/or cell phone; GPS; General Office Supplies; Standard Forms; All-weather equipment and clothing	Laptop/wireless Internet capabilities; Satellite/or cell phone; GPS; General Office Supplies; Standard Forms; All-weather equipment and clothing	Laptop/wireless Internet capabilities; Satellite/or cell phone; GPS; General Office Supplies; Standard Forms; All-weather equipment and clothing	Laptop/wireless Internet capabilities; Satellite/or cell phone; GPS; General Office Supplies; Standard Forms; All-weather equipment and clothing	
Comments:	declaration to funding a and the private sector. Preliminary Damage A Working knowledge of assistance involving se	approval. Posses an in-dep Must have working knowler ssessment, and 406 Mitigati NEMIS. Leadership, manageven categories of eligible w	th working knowledge of disas dge of Project Worksheets pre ion. Capable of representing l gement, communication, orga	ster relief laws, regulations, and eparation and validation, enviror FEMA and officiating at public n nizational, interpersonal, and co blic officials on several areas of	assigned to work with a Public Ass Public Assistance programs and rumental and flood plain regulations neetings and managing Project Off ignitive skills are required. The PA responsibility. This team is not pa	ecovery roles of government , insurance requirements, icers and support staff. C performs functions of public



			RESOURCE: RAPID NEEDS	ASSESSMENT TEAM		
CATEGORY:	Other			KIND: Tear	n	
Components	and Capabilities	: There is only <u>one</u> type of RN	IA Team. Variations may exist a			scale of disaster.
MINIMUM CA		Type I	TYPE II	TYPE III	<b>ΤΥΡΕ ΙV</b>	Other
Component	Metric					
Management	Number					
Element	Determined					
Team	by Size of	Х				
Leader	Event. See					
FEMA	Comments for	Х				
Represen-	Function					
tative	Descriptions.					
Assessment	Determined by Number of					
Element	Personnel					
HazMat	Deployed with	Х				
Specialist	Team					
Medical	ream	Х				
Specialist						
Mass Care		Х				
Specialist						
Infrastructure		Х				
Specialist						
Fire/US&R		X				
Support		Х				
Element		Х				
Telecomm		Χ				
Specialist		Х				
Logistics Specialist		^				
Operations		Х				
Specialist						
Deployment		Personal Kit				
Equipment		Resupply Kit				
- 10.0		<ul> <li>Team Life Support Kit</li> </ul>				
		Team Admin. Kit				
		Vehicle Kit				
		Communications Support				
		Kit				
		<ul> <li>Fly-Away Kit</li> </ul>				



			RESOURCE: RAPID NEED	S ASSESSMENT TEAM		
CATEGORY:	Other				Team	
Components a	and Capabilities:	, <b>—</b> ,	1	, , ,	e added according to the type and	d scale of disaster.
		TYPE I	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other
Component	Metric					
Comments:	critical resources Federal immediate	needed to support emergency res e response requirements.	sponse activities. The Team is re	esponsible for assessing both	ill collect and provide information to a overall impact of a disaster event, a	
	Management Ele	ment-supervises and coordinate	is the assessment process and to	eam logistical support.		
		l <u>er</u> -maintains overall responsibili nd procedures, State assets, resp		wledgeable of local assets, g	jeographic information, information n	nanagement systems, State
		tative Assessment Element-me nore than one functional area.	mbers of the assessment eleme	nt are cross-trained in more t	than one ESF, enabling them to asse	ess immediate needs and
	HazMat Specialis	st (representing ESF #10)-asses eats, and local hazardous materia	sses the affected sites and facilit als mutual aid response capabilit	ies and their potential for pub y.	olic exposure, identifies unsafe areas	and types of hazards,
		st (representing ESF #8)-asses alth, sanitation issues, emergency			rimary care systems, pharmacy syste ities.	ems, special population needs,
		alist (representing ESF #6, 11) al secondary disaster effects, and			cy mass shelters, bulk distribution of	f relief supplies, emergency first
	Infrastructure Sp	pecialist (representing ESF #3)-	assesses the status of transport	ation.		
	Fire/Urban Searce agreements. Also	th & Rescue (representing ESF identifies immediate needs for fir	#4, 9)-assesses the status of fir e and/or search and rescue serv	e and search and rescue services.	vices including capabilities and limita	ations of any existing mutual aid
	Support Element	t (QRS) – provides documentation,	logistics, and communications s	support for the Management a	and Assessment elements.	
	Telecommunicat	ions Specialists-installs, operat	es, and maintains the communic	ations support package and p	provides technical support to the tea	m during deployment.
	Logistics Specia	list-provides logistical support a	nd services for the team during a	Il phases of team activity.		
	Operations Spec	tialist-collects assessment data f	from the Assessment Element, c	ompiles data into report forma	ats, and transmits reports to required	d individuals and organizations.
	Source: FEMA Ra	apid Needs Assessment Team Op	perations Manual, April 2001			



			RESOURCE: SHELTER	MANAGEMENT TEAM			
<b>CATEGORY:</b>	1 Mass Care	(ESF #6)		KIND: Tea	m		
	PABILITIES:	TYPE I	Type II	TYPE III	TYPE IV	Other	
Component	Metric						
Shelter Supervisor		Х	X	X			
Medical Services Manager		X					
Operations Manager (water, sanitation, power, structural)	Number Determined by Size of Shelter Operations	X	X				
Food Services Manager		X					
Exposure Control Monitor (depends on type of event)		Optional	Optional	Optional			
Comments:	The Shelter Management Team provides the managerial and operation support for a shelter used to house, feed, counsel, provide first aid, and related social services and welfare activities required to assist the victims of an emergency. Responsibilities of the team may include all or some of the following: operating the shelter; establishing security; ensuring the availability of adequate care, food, sanitation, and first aid; selecting and training personnel to perform operational tasks; monitoring contamination; performing decontamination; establishing exposure control and monitoring; monitoring overpressure and filtration systems; performing post-event reconnaissance; and directing egress.						



		RESOURC	E: VOLUNTEER AGENCY I	LIAISON (SEE DEFINITIO	ON BELOW)	
CATEGORY:	Volunteers &	Donations		KIND:	Personnel	
	PABILITIES:	Түре І	Type II	Type III	Type IV	Other
Component	Metric					
Personnel	Experience, Training, Knowledge	Experience in supervisory role as a VAL in 3 or more federally declared disaster situations in different States. Has extensive experience in working with NVOAD agencies and MOUs. Broad understanding and great flexibility in possible models of LTRC that could be used. Has TTT-Training and has trained donations management and volunteer coordination. Has complete working knowledge of IA & PA and VAL functions under FEMA/State agreement	Experience in supervisory role as a VAL in a federally declared disaster. Has worked with a State VOAD on organizing donation management on non- federally declared disaster. Has had training in donations management and volunteer coordination. Aware of IA and VAL functions under FEMA/State Agreement	Experience in working witl VAL in a federally declare disaster. Active in VOAD meetings. Has had trainir in donations management and volunteer coordination	d management and volunteer coordination. Has attended State VOAD meetings	
Comments:	Disasters) respon voluntary agency Establishes and n coordinates volun to establishing the	ding in times of disaster, including donations efforts, including handl naintains systems for emergency tary agency activities with commu	g those services in execution of E ing, storage, and disbursement o need, special needs, and unmet unity relations, donations manage (LTRC). Working with State VOA	ESF # 6 – Mass Care and ES f donated goods and emerg needs referrals from FEMA/ ement, PIO/JIC, and other V AD's leadership, establish fre	mation and activities of VOADs (Vol SF #15 – Volunteers and Donations. ent volunteers who offer assistance (State sources to and among the volu OLAG agencies. Assist with framew equent coordination meetings with Vo	Coordinates responding in a disaster response. untary agencies. Closely ork and assignment of agencies



## **FIRE/HAZMAT RESOURCES**

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	RESOURCE: AREA COMMAND TEAM, FIREFIGHTING								
CATEGORY: Fin	refighting (E	ESF #4), Command and Co	ntrol	KIND:	Team				
MINIMUM CAPAB	ILITIES:	Түре І	TYPE II	TYPE III	Type IV	OTHER			
Component	Metric								
Area Commander (ACDR)		Yes							
Asst. Area Commander Planning (ACPC)		Yes							
Asst. Area Commander Logistics (ACLC)		Yes							
Area Command Aviation Coordinator (ACAC)		Yes							
Comments:	To become	nand Team eligible for participating on a Nati rea Commander Logistics, or Area	onal Area Command Team, any p a Command Aviation Coordinator	person filling a team positi must complete the Area	ion as the Area Commander, Assistan Command (S-620) training course.	t Area Commander Planning,			
		nander: Prerequisite experience mmander on a wildland fire incide	includes satisfactory performance		ommander Planning or Logistics; satis	factory position performance as			
		Area Commander Planning: Pre nt Team. Required Training: Are		sfactory performance as a	In Incident Commander or General Sta	aff on a National Type I Incident			
		Area Commander Logistics: Pront Required Training: Are		sfactory performance as a	an Incident Commander or General St	aff on a National Type I Incident			
		mand Aviation Coordinator: Prent Note Prent Pren		sfactory performance as a	IN Air Operations Branch Director on a	a National Type I Incident			
		ational Wildfire Coordination Grou uary 2000 (PMS 310-1, NFES 14		nteragency Incident Mana	agement System, Wildland and Prescr	ibed Fire Qualifications System			



	RESOURCE: BRUSH PATROL, FIREFIGHTING (TYPE VI ENGINE)								
CATEGORY:	CATEGORY: Firefighting (ESF #4) KIND: Equipment								
MINIMUM CA	PABILITIES:	ΤΥΡΕ Ι	Type II	TYPE III	Type IV	Other			
Component	Metric								
Pump						Pump: 15 GPM			
Hose						Hose 1 inch; 150 feet			
Tank						Tank: 75 Gallons			
Personnel						Personnel: 1			
COMMENTS:	Brush Patrols ap	ply to all vehicles equipped as de	scribed.			·			



	RESOURCE: CREW TRANSPORT (FIREFIGHTING CREW)							
CATEGORY:	CATEGORY: Firefighting (ESF #4) KIND: Equipment							
MINIMUM CA	MINIMUM CAPABILITIES: TYPE I TYPE II			TYPE III	Type IV	OTHER		
Component	Metric							
Passengers	30 20 10							
COMMENTS:	Vehicles may be	hicles may be buses, vans, and special crew carrying vehicles (CCV), and may be equipped to carry firefighting tools.						



			Res	OURCE: ENGINE, F	IRE (PUMPER)			
CATEGORY:	Firefighting	(ESF #4)			KIND:	Equipment		
MINIMUM CA	PABILITIES:	TYPE I	TYPE II	TYPE III	Type IV	Type V	Type VI	TYPE VII
Component	Metric	1						
Pump Capacity		1,000 GPM	500 GPM	120 GPM	70 GPM	50 GPM	50 GPM	50 GPM
Tank Capacity		400 Gal.	400 Gal.	500 Gal.	750 Gal.	500 Gal.	200 Gal	125 Gal.
Hose, 2.5 inch		1,200 ft.	1,000 ft.					
Hose, 1.5 inch		400 ft.	500 ft.	1,000 ft.	300 ft.	300 ft.	300 ft.	200 ft.
Hose, 1 inch		200 ft.	300 ft.	800 ft.	300 ft.	300 ft.	300 ft.	200 ft.
Personnel		4	3	3	2	2	2	2
COMMENTS:	The engine typi engine types.	ng needs to be taken	out to Type VII. Compror	nise between FIRESCOR	PE and NWCG is to use N	WCG Standards for Eng	ines and Crews. NWCC	has seven



	RESOURCE: FIRE BOAT									
CATEGORY:	Firefighting (E	SF #4)		KIND: Equ	ipment					
MINIMUM CA	PABILITIES:	Түре І	Type II	Type III	Type IV	Other				
Component	Metric									
Pump		5,000	1,000	250						
Capacity										
GPM										
COMMENTS:	Fire Boats vary in	n length, draft, and related firefigh	ting equipment.							



RESOURCE: FOAM TENDER, FIREFIGHTING								
CATEGORY:	CATEGORY: Firefighting (ESF #4); HazMat (ESF #10) KIND: Equipment							
MINIMUM CAPABILITIES:		ΤΥΡΕ Ι	Type II	TYPE III	Type IV	Other		
Component	Metric							
Class B		500 gallons	250 gallons					
Foam								
COMMENTS:	Specify percent of	pecify percent of concentrate (1%, 3%, etc.).						



	RESOURCE: FUEL TENDER (GASOLINE, DIESEL, AVGAS, AKA GAS TANKER)								
CATEGORY: Transportation (ESF #1); Public Works and Engineering (ESF #3) KIND: Equipment									
MINIMUM CAPABILITIES:		Type I	Type II	TYPE III	Type IV	Other			
Component	Metric								
Fuel		1,000 gal	100 gal						
Specify:									
Gas, Diesel,									
AvGas, etc.									
COMMENTS:	These vehicles va	These vehicles vary widely. May be Gasoline, Diesel, Jet Fuel, AvGas, or combinations.							



	RESOURCE: HAND CREW									
CATEGORY:	CATEGORY: Firefighting (ESF #4) KIND: Other – Crew									
MINIMUM CAP	ABILITIES:	TYPE I	TYPE II	TYPE III	TYPE IV	Other				
Component	Metric									
Fireline Capability		Initial attack/can be broken up into squads, fireline construction, complex firing operations (backfire)	Initial attack/can be broken up into squads, fireline construction, firing to include burnout	Initial attack, fireline construction, firing to inclu- burnout	Fireline construction, fireline improvement, mop-up and rehab					
Crew Size		18-20	18-20	18-20	18-20					
Leadership Qualifications		Permanent Supervision Superintendent: TFLD, ICT4 Asst Supt: STCR, ICT4, 3 Squad Bosses: CRWB(T), ICT5	CRWB and 3 ICT5	CRWB and 3 FFT1	CRWB and 3 FFT1					
Experience		80% 1 season or more	60% 1 season or more	40% 1 season or more	20% 1 season or more					
Full-Time Organized Crew		Yes	No	No	No					
COMMENTS:	Crews need to l	be listed as Type I, Type II with In	itial Attack Capability, Type II, Ty	vpe III.	•					



			RESOURCE: HAZMAT	ENTRY TEAM		
CATEGORY:	HazMat (ESF	#10)		KIND: Team		
	PABILITIES:	Түре І	Түре ІІ	TYPE III	Type IV	Other
Component	Metric					
Field Testing		(Known Chemicals, Unknown Chemicals; Known or Suspect Weapons of Mass Destruction Chemical/Biological Substances [WMD Chem/Bio]) The presumptive testing and identification of chemical substances using a variety of sources to be able to identify associated chemical and physical properties. Sources may include printed and electronic reference resources, safety data sheets, field testing kits, specific chemical testing kits, chemical testing strips, data derived from detection devices, and air-monitoring sources	(Known Chemicals; Unknown Chemicals) The presumptive testing and identification of chemical substances using a variety of sources to be able to identify associated chemical and physical properties. Sources may include printed and electronic reference resources, safety data sheets, field testing kits, specific chemical testing kits, chemical testing strips, data derived from detection devices, and air-monitoring sources	(Known Chemicals) The presumptive testing and identification of chemical substances using a variety of sources to be able to identify associated chemical and physical properties. Sources may include printed and electronic reference resources, safety data sheets, field testing kits, specific chemical testing kits, chemical testing strips, data derived from detection devices, and air-monitoring sources		
Air Monitoring		(Basic Confined Space Monitoring Specific Known Gas Monitoring; WMD Chem/Bio Aerosol Vapor and Gas) The use of advanced detection equipment to detect the presence of known or unknown gases or vapors. The basics begin with ability to provide standard confined space readings (oxygen deficiency percentage, flammable atmosphere Lower Explosive Limit [LEL], carbon monoxide, and hydrogen sulfide). Advanced detection and monitoring may incorporate more sophisticated instruments	(Basic Confined Space Monitoring; Specific Known Gas Monitoring) The use of advanced detection equipment to detect the presence of known or unknown gases or vapors. The basics begin with ability to provide standard confined space readings (oxygen deficiency percentage, flammable atmosphere Lower Explosive Limit [LEL], carbon monoxide, and hydrogen sulfide). Advanced detection and monitoring may incorporate more sophisticated instruments that differentiate between two or more	(Basic Confined Space Monitoring: Specific Known Gas Monitoring) The use of devices to detect the presence of known gases or vapors. The basics begin with ability to provide standard confined space readings (oxygen deficiency percentage, flammable atmosphere Lower Explosive Limit [LEL], carbon monoxide, and hydrogen sulfide)		

National Mutual Aid & Resource Management Initiative



	RESOURCE: HAZMAT ENTRY TEAM								
CATEGORY:	HazMat (ESF	<sup>-</sup> #10)		KIND: Team					
	PABILITIES:	Түре І	Type II	TYPE III	Type IV	Other			
Component	Metric	1							
		that differentiate between two or more flammable vapors, and may directly identify by name a specific flammable or toxic vapor. This includes WMD Chem/Bio detection Instruments	flammable vapors, and may directly identify by name a specific flammable or toxic vapor						
Sampling: Capturing Labeling Evidence Collection		(Known Industrial Chemicals; Unknown Industrial Chemicals; WMD Chem/Bio) Known and unknown industrial chemicals' standard evidence collection protocols required for each include capturing and collection, containerizing and proper labeling, and preparation for transportation and distribution, including standard environmental sampling procedures for lab analysis. Consistent with established chain of custody protocols. Ability to sample liquids and solids. Special resources may be required for air sample collection	(Known Industrial Chemicals; Unknown Industrial Chemicals) Known and unknown industrial chemicals' standard evidence collection protocols required for each include capturing and collection, containerizing and proper labeling, and preparation for transportation and distribution, including standard environmental sampling procedures for lab analysis. Consistent with established chain of custody protocols. Ability to sample liquid and solids	(Known Industrial Chemicals) Known industrial chemicals' standard evidence collection protocols required for each include capturing and collection, containerizing and proper labeling, and preparation for transportation and distribution, including standard environmental sampling procedures for lab analysis. Consistent with established chain of custody protocols					
Radiation Monitoring/ Detection		(Alpha Detection; Beta Detection; Gamma Detection) The ability to accurately interpret readings from the radiation-detection devices and conduct geographical survey search of suspected radiological source or contamination spread. Identify and establish the exclusion zones after contamination spread (this does include identification of some, but not all, radionuclides). Ability to conduct environmental and personnel survey. Basic	(Alpha Detection; Beta Detection; Gamma Detection) The ability to accurately interpret readings from the radiation-detection devices and conduct geographical survey search of suspected radiological source or contamination spread. Basic criteria include detection and survey capabilities for alpha, beta, and gamma	(Beta Detection; Gamma Detection) The ability to accurately interpret readings from the radiation-detection devices and conduct geographical survey search of suspected radiological source or contamination spread. Basic criteria include detection and survey capabilities for beta and gamma					



	RESOURCE: HAZMAT ENTRY TEAM							
CATEGORY:	HazMat (ESF	#10)	KIND: Team					
MINIMUM CAPA	ABILITIES:	Түре І	ΤΥΡΕ ΙΙ	Type III	Type IV	Other		
Component I	Metric							
		criteria include detection and survey capabilities for alpha, beta, and gamma. Ensure all members of survey teams are equipped with accumulative self-reading instruments (dosimeters)						
Protective Clothing: Ensembles		(Vapor-Protective CPC; Weapons of Mass Destruction (WMD) Vapor-Protective CPC; Flash Fire Vapor-Protective CPC; Liquid Splash- Protective CPC; WMD Liquid Splash-Protective CPC) Chemical protective clothing (CPC), which includes complete ensembles (suit, boots, gloves) and may incorporate various configurations (encapsulating, non-encapsulating, jumpsuit, multi-piece) depending upon the level of protection needed. Levels of CPC vapor protection are: Vapor-Protective, Flash Fire Protective option for Vapor- Protective, and Chemical/Biological-Protective option for Vapor-Protective, all of which must be compliant with National Fire Protection Association (NFPA) Standard # 1991, "Standard on Vapor- Protective Ensembles for Hazardous Materials Emergencies" current edition. Level of CPC liquid protection is: Liquid Splash-Protective, which must be compliant with NFPA Standard # 1992, "Standard on Liquid Splash-	(Vapor-Protective CPC; Flash Fire Vapor- Protective CPC; Liquid Splash- Protective CPC) Chemical Protective Clothing (CPC), which includes complete ensembles (suit, boots, gloves) and may incorporate various configurations (encapsulating, non-encapsulating, jumpsuit, multi-piece) depending upon the level of protection needed. Levels of CPC vapor protection are: Vapor- Protective, and Flash Fire Protective option for Vapor- Protective both of which must be compliant with NFPA Standard # 1991, "Standard on Vapor-Protective Ensembles for Hazardous Materials Emergencies," current edition. Level of CPC liquid protection is: Liquid Splash-Protective, which must be compliant with NFPA Standard # 1992, "Standard on Liquid Splash- Protective Ensembles and Clothing for Hazardous Materials Emergencies, current edition	(Liquid Splash-Protective CPC) Chemical Protective Clothing (CPC), which includes complete ensembles (suit, boots, gloves) and may incorporate various configurations (encapsulating, non- encapsulating, jumpsuit, multi-piece) depending upon the level of protection needed. Level of CPC liquid protection is: Liquid Splash-Protective, which must be compliant with NFPA Standard <i>#</i> 1992, "Standard on Liquid Splash- Protective Ensembles and Clothing for Hazardous Materials Emergencies," current edition				

National Mutual Aid & Resource Management Initiative



			RESOURCE: HAZMAT	ENTRY TEAM		
<b>CATEGORY:</b>	HazMat (ESF	#10)		KIND: Team		
	PABILITIES:	Түре І	Type II	Type III	Type IV	Other
Component	Metric					
		Protective Ensembles and Clothing for Hazardous Materials Emergencies", current edition				
Technical Reference		(Printed and Electronic; Plume Air Modeling; Map Overlays; WMD Chem/Bio) Access to and use of various databases, chemical substance data depositories, and other guidelines and safety data sheets, either in print format, electronic format, stand-alone computer programs, or data available via telecommunications. The interpretation of data collected from electronic devices and chemical testing procedures. At a minimum, technical references will have the ability to outsource additional capabilities and have one source for air-modeling capability	(Printed and Electronic; Plume Air Modeling; Map Overlays) Access to and use of various databases, chemical substance data depositories, and other guidelines and safety data sheets, either in print format, electronic format, stand-alone computer programs, or data available via telecommunications. The interpretation of data collected from electronic devices and chemical testing procedures. At a minimum, lechnical references will have the ability to outsource additional capabilities and have one source for air-modeling capability	(Printed and Electronic) Access to and use of various databases, chemical substance data depositories, and other guidelines and safety data sheets, either in print format, electronic format, stand-alone computer programs, or data available via telecommunications. The interpretation of data collected from electronic devices and chemical testing procedures		
Special Capabilities		(Gloves and Other Specialized Equipment Based on Local Risk Assessment; Heat Sensing Capability; Light Amplification Capability; Digital Imaging Documentation Capability)	(Gloves and Other Specialized Equipment Based on Local Risk Assessment; Heat Sensing Capability; Light Amplification Capability) Additional resources that	(Gloves and Other Specialized Equipment Based on Local Risk Assessment) Additional resources that augment the capabilities of the team		
Intervention		Additional resources that augment the capabilities of the team (Diking; Damming; Absorption; Liquid Leak Intervention; Neutralization; Plugging; Patching; Vapor Leak Intervention WMD	augment the capabilities of the team (Diking; Damming; Absorption; Liquid Leak Intervention; Neutralization; Plugging; Patching; Vapor Leak Intervention)	(Diking; Damming; Absorption) Employment of mechanical means of intervention and control such as plugging,		

National Mutual Aid & Resource Management Initiative



	RESOURCE: HAZMAT ENTRY TEAM								
CATEGORY:	CATEGORY: HazMat (ESF #10)				Team				
	ABILITIES:	Түре І	Type II	Type III		ΤΥΡΕ Ιν	OTHER		
Component	Metric								
		Chem/Bio Agent Confinement) Employment of mechanical means of intervention and control such as plugging, patching, off-loading, and tank stabilization; Environmental means such as absorption, dams, dikes, and booms; Chemical means such as neutralization and encapsulation of known and unknown industrial chemicals. Mechanical means include specially designed kits for controlling leaks in rail car dome assemblies and pressurized containers, to pneumatic and standard patching systems. Advanced capabilities should include ability to intervene and confine incidents involving WMD Chem/Bio substances	Employment of mechanical means of intervention and control such as plugging, patching, off-loading, and tank stabilization; Environmental means such as absorption, dams, dikes, and booms; Chemical means such as neutralization and encapsulation of known and unknown chemicals. Mechanical means include specially designed kits for controlling leaks in rail car dome assemblies and pressurized containers, to pneumatic and standard patching systems	patching, off-loading tank stabilization; Environmental mean as absorption, dams and booms	ns such s, dikes,				
Decontami- nation		(Known Contaminants Based on Local Risk Assessment; Unknown Contaminants; WMD Chem/Bio) Must be self-sufficient to provide decontamination for members of their team. Capable of providing decontamination for known and unknown contaminants and WMD Chem/Bio.	(Known Contaminants Based on Local Risk Assessment; Unknown Contaminants) Must be self-sufficient to provide decontamination for members of their team. Capable of providing decontamination for known and unknown contaminants.	(Known Contamina Based on Local Ri Assessment) Must be self-sufficie provide decontamin members of their ter Capable of providing decontamination for contaminants.	sk ent to ation for am. g				



RESOURCE: HAZMAT ENTRY TEAM							
CATEGORY:	HazMat (ES	F #10)		KIND: Team			
	ABILITIES:	Түре І	Түре ІІ	TYPE III		Type IV	Other
Component	Metric						
Communi- cations		(In-Suit; Wireless Voice; Wireless Data; Secure Communications) Personnel utilizing CPC shall be able to communicate appropriately and safely with one another and their team leaders	(In-Suit; Wireless Voice; Wireless Data) Personnel utilizing CPC shall be able to communicate appropriately and safely with one another and their team leaders	(In-Suit; Wireless V Personnel utilizing C shall be able to communicate appro and safely with one and their team leade	CPC priately another		
Personnel	Staffing	5 Personnel	5 Personnel	5 Personnel			
Personnel	Training	All personnel must be trained to the minimum response standards in accordance with the most current editions of NFPA Standard # 471, "Recommended Practice for Responding to Hazardous Materials Incidents," NFPA Standard # 472, "Standard for Professional Competence of Responders to Hazardous Materials Incidents," and NFPA Standard # 473, "Standard for Competencies for EMS Personnel Responding to Hazardous Materials Incidents," as is appropriate for the specific team type	All personnel must be trained to the minimum response standards in accordance with the most current editions of NFPA Standard # 471, "Recommended Practice for Responding to Hazardous Materials Incidents," NFPA Standard # 472, "Standard for Professional Competence of Responders to Hazardous Materials Incidents," and NFPA Standard # 473, "Standard for Competencies for EMS Personnel Responding to Hazardous Materials Incidents," as is appropriate for the specific team type	5 Personnel All personnel must be trained to the minimum response standards in accordance with the most current editions of NFPA Standard # 471, "Recommended Practice for Responding to Hazardous Materials Incidents," NFPA Standard # 472, "Standard for Professional Competence of Responders to Hazardous Materials Incidents," and NFPA Standard # 473, "Standard for Competencies for EMS Personnel Responding to Hazardous Materials Incidents," as is appropriate			
Sustainability		Capability to Perform Three (3) Entries in a 24-hour Period	Capability to Perform Three (3) Entries in a 24-hour Period	for the specific team Capability to Perforr (3) Entries in a 24-h Period	n Three		



			RESOURCE: HELICOP	TERS, FIREFIGHTING					
<b>CATEGORY:</b>	CATEGORY: Firefighting (ESF #4) KIND: Aircraft								
MINIMUM CA	PABILITIES:	Түре І	TYPE II	TYPE III	TYPE IV	Other			
Component	Metric								
Seats,		16	10	5	3				
Including									
Pilot									
Card Weight		5,000 lbs	2,500 lbs	1,200 lbs	600 lbs				
Capacity									
Gallons		700	300	100	75				
Example		Bell 214	Bell 205	Bell 206	Bell 47				
COMMENTS:	Firefighting Hel	icopters may be equipped with r	escue, medical, or other equipme	ent.					



	RESOURCE: HELITANKER (FIREFIGHTING HELICOPTER)								
CATEGORY:	Firefighting (E	Firefighting (ESF #4) KIND: Aircraft							
MINIMUM CAPABILITIES:		TYPE I	Type II	TYPE III	Type IV	Other			
Component	Metric								
Fixed Tank									
1100 gal/min									
COMMENTS:	Helitankers are la	Helitankers are large capacity helicopters (e.g., Skisorsky model) certified by the Air Tanker Board.							



		R	ESOURCE: INCIDENT MAN	AGEMENT TEAM, FIREFIGHT	ГING	
CATEGORY: Firefig	hting (ESF	#4)		KIND: T	eam	
MINIMUM CAPABILITI	ES:	Түре І	Type II	TYPE III	Type IV	Other
Component	Metric					
Incident Commander (ICT1-5)		Yes	Yes	Yes	Yes	Yes
Safety Officer (SOF1- 3)		Yes	Yes	Yes		
Information Officer (IOF1-3)		Yes	Yes	Yes		
Operations Section Chief (OSC1-2)	2 ea.	Yes	Yes			
Division/Group Supervisor	4 ea.	Yes				
Air Operations Branch Director (AOBD)		Yes				
Air Support Group Supervisor (ASG)		Yes				
Air Tactical Group Supervisor (ATG)		Yes				
Planning Section Chief (PSC 1-2)		Yes	Yes			
Situation Unit Leader (SITL)		Yes				
Resource Unit Leader (RESL)	2 ea.	Yes				
Fire Behavior Analyst (FBAN)		Yes				
Logistics Section Chief (LSC 1-2)		Yes	Yes			
Communications Unit Leader (COML)		Yes				
Supply Unit Leader (SPUL)		Yes				
Facilities Unit Leader (FACL)		Yes				
Ground Support Unit Leader (GSUL)		Yes				



			OURCE: INCIDENT MANAG	EMENT TEAM, FIREFIGHTIN	NG	
CATEGORY: Firefigh	nting (ESF #	#4)		KIND: Tea		
MINIMUM CAPABILITIE	S:	TYPE I	Type II	TYPE III	TYPE IV	Other
Component	Metric					
Finance/Admin Section Chief (FSC 1-2)		Yes	Yes			
Time Unit Leader (TIME)		Yes				
Comp/Claims Unit Leader (COMP)		Yes				
Procurement Unit Leader (PROC)		Yes				
	Type II Inci To become must comple Type I Posit Incident Co Incident Co Type II Posi Incident Co Operations General Sta Type III Pos Incident Co Force Leade Behavior Ca Type IV Pos Incident Co position per	dent Management Team eligible for participation on ete the Command and Gen ions <u>ommander Type I</u> : Prereq mmander Type I on a wildla itions <u>ommander Type II</u> : Prereq Section Chief Type II; satis (ff (S-420). Additional Train sitions <u>ommander Type III</u> : Prere er; satisfactory position per alculations (S-390). Addition sitions <u>ommander Type IV</u> : Prere formance as an Incident Co	a Type II team, any person filling eral Staff (S-420) training course. uisite experience includes satisfa- ind fire incident. Required Trainin uisite experience includes satisfa- factory position performance as a ng: Advanced ICS (I-400), Incide quisite experience includes satisfa- formance as an Incident Commar nal Training: Incident Commande	a team position as the Incident C ctory performance as an Incident ng: Advanced Incident Managem actory performance as an Inciden n Incident Commander Type II o ent Commander (S-400), Advance actory performance as an Incider nder Type III on a wildland fire inc er Extended Attack (S-300). actory performance as a Single F fire incident. Required Training:	d Incident Management ( Commander, Safety Officer, Inform Commander Type II; satisfactory ent (S-520). t Commander Type III; satisfactor n a wildland fire incident. Require ed Management Concepts (S-487 nt Commander Type IV; satisfactor cident. Required Training: Introd Resource Boss (Crew, Dozer, Eng Fire Operations in the Urban Inte	nation Officer, or general staff position performance as an ed Training: Command and I). bry performance as a Task uction to Wildland Fire



	RESOURCE: INCIDENT MANAGEMENT TEAM, FIREFIGHTING									
CATEGORY:	Firefighting (ESF #	ŧ4)		KIND: Tea	am					
MINIMUM CAF	ABILITIES:	Type I	TYPE II	TYPE III	ΤΥΡΕ Ιν	OTHER				
Component	Metric									
Type V Positions Incident Commander Type V: Prerequisite experience includes satisfactory performance as an Advanced Firefighter/Squad Boss; satisfactory position performan an Incident Commander Type V on a wildland fire incident. Required Training: Look Up, Look Down, Look Around (S-133). Additional Training: Intermediate Wild Fire Behavior (S-290). Source: National Wildfire Coordination Group (NWCG) Publication, National Interagency Incident Management System, Wildland and Prescribed Fire Qualification System Guide, January 2000 (PMS 310-1, NFES 1414).										



		Resour	CE: INTERAGENCY B	UYING TEAM, FIREFIGHTI	NG	
CATEGORY: Fir	refighting (E	SF #4), Resource Managemen	t (ESF #7)	KIND: Te	eam	
MINIMUM CAPABI	LITIES:	Түре І	Type II	TYPE III	Type IV	OTHER
Component	Metric					
Personnel		6-member team consisting of a team leader, 4 members and 1 trainee position (used as needed) Personnel from the incident agency or alternate buying team members may be added, as needed, to supplement the primary team				
Training (Recommended)		I-200, Basic Incident Command System (12 classroom hours)				
Training (Recommended)		S-260, Incident Command Business Management (self-study)				
Training (Recommended)		D-110, Dispatch Recorder (16 classroom hours)				
Training (Recommended)		J-252, Ordering Manager				
Training (Recommended)		J-253, Receiving and Distribution				
Training (Recommended)		National Interagency Buying Team Guide (self-study) or Workshop				
Training (Recommended)		On-the-Job Training				
Training (Recommended)		Purchased Card and Convenience Check training				
Training (Recommended)		Procurement Unit Leader Training (S-360 Unit Leader)				
Buying Team Kit		Reference Material (see comments)         Internet/Intranet Web site         References (see comments)         Supplies (see comments)         Forms (see comments)         Sample of Log Sheets (see comments)				



		Resou	RCE: INTERAGENCY BU	JYING TEAM, FIREFIC	GHTIN	G	
CATEGORY:	Firefighting (E	SF #4), Resource Manageme	ent (ESF #7)	KIND:	Tea	ım	
MINIMUM CAP	ABILITIES:	ΤΥΡΕ Ι	Type II	TYPE III		Type IV	Other
Component	Metric						
COMMENTS:	The Buyin local polici local policiThe Buyin local policiThe Buyin The Assis Buying TeGeneral HSupport in Transitior the handli Fill resound dispatch of Check on Obtain ap Provide th Establish Update thBuying TReferenceInteragen National I Activity C NWCG NInternet/I Forest Se BLM Intra	ng Team works through the local ad cies and procedures. The members ing Team Leader (BUYL) (1) stant or Deputy Buying Team Leade eam Members (BUYM) (4) Roles of the Buying Team include the neident procurement through the adin with the incident agency upon arriv- ing of new orders by the Buying Tea- rce orders for services, supplies, and community or the administrative unit estimated times of departure and e- proval from the administrative staff ne incident base (Finance Section C and maintain good working relations is incident base (Finance Section C and maintain good working relations is incident base (Finance Section C and maintain good working relations is incident base (Finance Section C and maintain good working relations is incident service and supply plan v feam Kit: Each Buying Team should is <b>Materials</b> cy Incident Business Management I interagency Mobilization Guide, NFE alendar (Optional Form 67 or similar ational Fire Equipment System Cata ational Fire Equipment System Cata ational Fire Equipment System Cata ational Fire & Aviation Internet System Cata iternet homepage: <u>http://www.nwcg</u> rvice Acquisition Management Intra inet: <u>http://webtst.nifc.blm.gov/Sasc</u> related governmental agency links	of the Buying Teams follow: (BUYL-D) (1) e following: ninistrative staff. al. This includes obtaining stam. d equipment from established 's procurement activity. Revie stimated times of arrival for per- por the IBA before purchasing a hief, Procurement Unit Leade ships and lines of communical ith new sources and other inf d have a kit containing the foll Handbook, NWCG Handbook S 2091 (NFES 2092 for half-s ) log, Part I, Fire Supplies & Eco log, Part II, Publications (NFE gov age: http://www.fs.fed.us/fire het homepage: http://fsweb.v her/blmintranet/Index.htm	atus of all resource orders sources (NFES Caches, ( ews resource orders for co ending resource orders. any sensitive or questiona r, Logistics Section Chief, tion. formation. owing items to take along 2, NFES 1139 size) quipment (NFES 0362, Pa Size) guipment (NFES 0362, Pa	s compl GSA) a omplete able pro and Gr when o	eted and outstanding to date, as nd the open market and, for thos eness. perty. round Support Unit Leader) an up dispatched to an incident:	well as initiating procedures for e which are not filled, by the



RESOURCE: INTERAGENCY BUYING TEAM, FIREFIGHTING									
CATEGORY: Firef	ighting (ES	SF #4), Resource Manageme	ent (ESF #7)	KIND:	Team				
MINIMUM CAPABILI	TIES:	Түре І	TYPE II	TYPE III	Type IV	Other			
Component	Metric								
	Spare batte Highlighter Stapler and Other supp (Optional) Forms See exhibit Sample of Resource ( Purchase ( Convenien	rs d staple remover olies as needed First Aid kit and a bloodborne patho its to the National Interagency Buyin <b>f Log Sheets</b> Order Log (Leader and Deputy Only Card Log Sheets ince Check Log Sheets	ogens barrier kit ng Team Guide and the Interag y)	-	anagement Handbook for sample forms. n Guide, December 1999 (PMS 315).				



	RESOURCE: MOBILE COMMUNICATIONS UNIT (LAW/FIRE)									
CATEGORY:	CATEGORY: Firefighting (ESF #4); Law Enforcement/Security; Public Works and Engineering (ESF #3) Vehicle									
MINIMUM CA	PABILITIES:	TYPE I	TYPE II	TYPE III	ΤΥΡΕ Ιν	OTHER				
Component	Metric									
Console/		2	2							
Workstation										
Frequency		Multi Range	Multi Range							
Сар.										
Power		Internal	Internal							
Source										
Telephone		6 Trunk/16 Extensions								
System										
Personnel		2	2							
COMMENTS:	Multi Range: 150	-174 MHz, 450-470 MHz, 800 MH	Iz (Simplex or Repeated), Single I	Range: 150-174 MHz onl	у					



	RESOURCE: PORTABLE PUMP									
CATEGORY:	Fire	Fire KIND: Equipment								
MINIMUM CAPABILITIES:		Type I	Type II	TYPE III	Type IV	Other				
Component	Metric									
Pumping		500	250	50						
Capacity										
(GPM)										
COMMENTS:	These are normal	ly trailer mounted units.								



	RESOURCE: STRIKE TEAM, ENGINE (FIRE)									
<b>CATEGORY:</b>	CATEGORY: Firefighting (ESF #4); Search & Rescue (ESF #9) KIND: Team									
MINIMUM CA	PABILITIES:	TYPE I	TYPE II	TYPE III	TYPE IV	Other				
Component	Metric									
Engine, Fire		5	5	5	5	(See Engine for details)				
STL		1	1	1	1	Strike Team Task Force Leader				
Pers		4	3	3	3	Staffing on each Engine				
(Engine)										
Pers (Total)		21	16	16	16					
COMMENTS:	Strike Team defin	ned as like number of resources,	with common communications, a	ind a leader. Engine Strike Tea	am Typing is based on individual E	ngine Typing.				



		Resou	RCE: U.S. COAST GUAR	D NATIONAL STRIKE FORC	E	
CATEGORY:	HazMat (ESF #10)			KIND: Team		
	PABILITIES:	Type I	TYPE II	TYPE III	Type IV	Other
Component	Metric					
NSF Specialized Response Equipment	Chemical Release					Chemical Response Trailers; Level A, B, and C PPE suits
Portable Chemical Detection	Air, Liquids, and Solids					Flame and Photo Ionization Detectors Fluorometers
Instruments						Particulate Meters Soil and Sludge Sample Kits pH meters Decontamination Equipment Portable Weather stations Drum lifters EMT kits Chlorine kits
NSF Specialized Response Equipment	Small Boats					32-foot and 24-foot Munsons 15-foot Inflatable boats 18-foot John boats
NSF Specialized Response Equipment	Lighting/ Pumping Equipment					Ready Pump Loads         High-capacity,         hydraulically driven,         centrifugal submersible         pumps capable of         transferring oil and         chemicals or dewatering         Nonsubmersible diaphragm         and peristaltic pumps         capable of transferring oil         and chemicals         (medium/small capacity)
						Hydraulic prime movers and support equipment



		Res	OURCE: U.S. COAST GUA	RD NATIONAL STRIKE FOR	RCE	
CATEGORY:	HazMat (ESF #10	)		KIND: Tea	m	
MINIMUM CAF	ABILITIES:	Түре І	Type II	TYPE III	Type IV	OTHER
Component	Metric					
NSF Specialized Response Equipment	Communications Equipment					Communications support equipment ranges from handheld radios to portable satellite communications repeater systems
NSF Specialized Response Equipment	Oil Discharges					Vessel of Opportunity Skimming System (VOSS) Inflatable (45-inch) boom (6,000 feet) Temporary Storage Devices
NSF Specialized Response Equipment	Damage Control and Support					Oil/water interface meter Plugging and patching equipment Generators (3.0 KW to 10 KW)
NSF Specialized Response Equipment	Special Monitoring Equipment					Radiological detection capabilities Dispersant operations
NSF Specialized Response Equipment	Photographic Equipment	35 mm and digital cameras Video cameras and players	35 mm and digital cameras Video cameras and players	35 mm and digital cameras Video cameras and players	35 mm and digital cameras Video cameras and players	35 mm and digital cameras Video cameras and players
NSF Specialized Response Equipment	Vehicle Command Post					Tractor/trailer units Mobile Incident Command Posts All-terrain vehicles
COMMENTS:	Mutual Aid définition U.S. Coast Guard Na to oil and hazardous which manages, sup Pacific Strike Team The NSF is recogniz and support USCG a environment. Althou	of a Type I Hazardous Ma ational Strike Force (NSF) chemical incidents. The ports, and set standards f in Novato, CA. ed worldwide as an experi- ind EPA Federal On-Scen gh its three primary missio	ins in the Nation. All three Nation aterials Entry Team. However, be was created in 1973 as a Coast National Strike Force is comprised or the three teams. The three tea t in preparedness and response to the Coordinators (FOSCs) with the ons are pollution response, trainin well as crisis communication and J	ecause of their deployment capab Guard special force under the Na d of three 40-member Strike Tear ms are: the Atlantic Strike Tear o mitigate the effects of oil discha r response and preparedness act g, and planning, the NSFCC also	ilities and versatility, they are sim tional Contingency Plan (NCP/se ns and the National Strike Force in Fort Dix, NJ; the Gulf Strike T rges and hazardous substance re tivities to protect the public health houses a Public Information Ass	nply classified as "Other." The ee 40 CFR 300.145) to respond Coordination Center (NSFCC), Team in Mobile, AL; and the eleases. Its mandate is to assist in and welfare and the sist Team (PIAT), which is



	RESOURCE: U.S. COAST GUARD NATIONAL STRIKE FORCE								
CATEGORY:	HazMat (ESF #10)			KIND:	Team				
MINIMUM CAP	ABILITIES:	Type I	Type II	Type III		Type IV	Other		
Component	Metric								
	NSF Qualification Program: The NSF Qualification Program includes four levels. Although these levels are unique to the NSF, our personnel meet training and skill requirements similar to those established in 29 CFR 1910.120 (g) (6). Response Member (RM): Is trained in more than 50 areas of oil and HazMat response operations and attains an awareness level of all NSF Equipment. This allows the RM to								
	<u>Response Member (RM)</u> : Is trained in more than 50 areas of on and Haziwa response operations and attains an awareness level of all NSF Equipment. This allows the RM to perform a number of vital functions in a pollution response, primarily assisting the RT. <u>Response Technician (RT)</u> : Is a significant level beyond the RM and is the position reached by most Strike Team members. An RT is qualified to operate all NSF equipment. An RT has also attended pollution response specialist courses and obtained significant field experience on oil and Haziwa incidents.								
	Response Supervisor (RS): Is a level beyond RT and supervises the technical aspects of NSF response operations at oil or HazMat incidents. This includes the preparation, deployment, and operation of all NSF equipment. The RS helps a response in many areas, including directing operations, response planning, resolving site safety issues, and solving technical problems. Response Officer (RO): Is a senior leadership position filled by a commissioned or warrant officer. An RO manages all aspects of any size NSF response, including response								
	planning, mobilization	n, and operations. An RO r	position filled by a commissioned eceives significant resident and u fety issues, recommend alternati	init training, and field expe	rience.	An RO can fill key positions in a	spill management team, direct		



	RESOURCE: WATER TENDER, FIREFIGHTING (TANKER)							
CATEGORY:	Firefighting (E	SF #4)		KIND:	Equipment			
MINIMUM CA	PABILITIES:	Type I	Type II	TYPE III	Type IV	Other		
Component	Metric							
Tank		2,000 gallon	1,000 gallon	1,000 gallon				
Pump	Pump 300 GPM 120 GPM 50 GPM 50 GPM							
COMMENTS:								



## HEALTH & MEDICAL RESOURCES

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		RESOURCE	: DISASTER MEDICAL AS	SISTANCE TEAM (DMAT)-	-BASIC	
<b>C</b> ATEGORY:	Health & Med	ical (ESF #8)		KIND: Tea	m	
MINIMUM CAP	ABILITIES:	Type I	TYPE II	TYPE III	Type IV	Other
Component	Metric					
Overall Function (see Definition and NOTE 1)	Patient-care Capabilities	Triage and treat up to 250 patients per day for up to 3 days without resupply	Triage and treat up to 250 patients per day for up to 3 days without resupply	Augment or supplement Type I or II team within this team's local area	Personnel may be used to supplement other teams	
Personnel and Equipment Readiness	Roster Fulfillment, Equipment Loading	Upon alert, full 35-person roster within 4 hrs. After activation, deployment ready within 6 hrs	Upon alert, full roster within 6 hrs. After activation, deployment ready within 12 hrs	Upon alert, 75% rostered within 12 hrs. After activation, deployment ready within 24 hrs	Does not meet minimal deployable team requirements	
Demonstrated Readiness	Readiness Testing and Deployment History	100% rating on NDMS readiness test in past 12 mos. History of prior full deployment to austere environment	100% rating on NDMS readiness test in past 12 mos	75% or greater rating on NDMS readiness test in past 12 mos	Less than Type III	
Personnel Standard DMAT deploys with 35 personnel for all missions (NOTE 2)	Membership Level	105 or more deployable team personnel on NDMS roster; 12 or more physicians; 3 or more of each of PA or NP, RN, RPh, and paramedic	90 or more deployable team personnel on NDMS roster; 9 or more physicians; 3 or more of each of PA or NP, RN, RPh, and paramedic	50 or more deployable team personnel on NDMS roster; 6 or more physicians; 2 or more of each of PA or NP, RN, RPh, and paramedic	Less than Type III	
Shelters, Equipment, and Supplies	Logistics Status	Full DMAT equipment cache properly managed, stored, and inventoried per NDMS requirements	Full DMAT equipment cache properly managed, stored and inventoried per NDMS requirements	Full or partial DMAT equipment cache properly managed, stored, and inventoried per NDMS requirements	Less than partial cache	
Transportation	Vehicle Status	Pre-arrangement for obtaining primary and alternate use vehicles	Pre-arrangement for obtaining primary and alternate use vehicles	Incomplete transportation arrangements	None	
Didactic Training	Basic (Core) and Advanced Training Modules	90% completion of NDMS basic core training plus 50% of advanced training modules (By 08/05)	80% completion of NDMS basic core training plus 25% of advanced training modules (By 08/05)	50% completion of NDMS basic core training plus 25% of advanced training modules (By 08/05)	Less than Type III	



	RESOURCE: DISASTER MEDICAL ASSISTANCE TEAM (DMAT)—BASIC								
CATEGORY:	CATEGORY: Health & Medical (ESF #8) KIND: Team								
	PABILITIES:	TYPE I	Type II	TYPE III	TYPE IV	Other			
Component	Metric								
Training experience	Field Exercises (FEXs)	Participate in at least 2 NDMS approved FEXs, one observed	Participate in at least 2 NDMS approved FEXs, one observed	Participate in at least 1 NDMS approved FEX	N/A				
Comments:	guidance of the <u>NOTE 1</u> : TYPE <u>NOTE 2</u> : Perso	National Disaster Medical Syster I = fully operational; Type II = op	n, or under similar State or local a erational ; Type III = augmentatio nurses (RN), nurse practitioners	auspices. on/local team; Type IV = develop	region of a State, who have forme omental. A), pharmacists (RPh), emergency				



		RESOURCE: DIS	ASTER MEDICAL ASSISTA	NCE TEAM (DMAT)-BU	JRN SPECIALTY	
CATEGORY:	Health & Medic	al (ESF #8)		KIND: Te	eam	
	PABILITIES:	Type I	Type II	Type III	TYPE IV	Other
Component	Metric					
Variable number of personnel; includes medical providers with specialty training/skills in management of burn patients (NOTE 1)	Deployment Readiness; Staffing; Equipment Status; Training Status; Patient Treatment Capacity	Deploy to site within 24 hrs. of notification with all necessary staff and equipment; Function for 72 hrs. in austere locations without resupply	Deploy to site within 24 hrs. of notification with all necessary staff; Function in existing fixed facility using facility's equipment and supplies (NOTE 2)	Personnel roster only; May be less than full complement		
Shelters, Equipment, and Supplies	Logistics Status	Full complement	Limited to specialized items for burns	None		
COMMENTS:		•				



	RESOURCE: DISASTER MEDICAL ASSISTANCE TEAM (DMAT)—CRUSH INJURY SPECIALTY								
CATEGORY:	Health & Medic	al (ESF #8)		KIND: Tea	m				
	PABILITIES:	Type I	TYPE II	TYPE III	Type IV	Other			
Component	Metric								
Variable number of personnel; includes medical providers with specialty training/skills in management of crush injuries. (NOTE 1)	Deployment Readiness; Staffing; Equipment Status; Training Status; Patient Treatment Capacity	Deploy to site within 24 hrs. of notification with all necessary staff and equipment; Function for 72 hrs. in austere locations without resupply	Deploy to site within 24 hrs. of notification with all necessary staff; Function in existing facility using facility's equipment and supplies (NOTE 2)	Personnel roster only; May be less than full complement					
Shelters, Equipment, and Supplies	Logistics status	Full complement	Limited or none	None					
Comments:	Definition: A Crush Injury Specialty DMAT is a volunteer group of medical and nonmedical individuals, usually from the same State or region of a State, who have formed a response team under the guidance of the National Disaster Medical System (or State or local auspices), and whose personnel have specific training/skills in the management of crush injury patients. <u>NOTE 1</u> : Usually includes a mix of physicians, nurses, nurse practitioners, physician's assistants, pharmacists, emergency medical technicians, other allied health professionals and support staff. Deployment rosters are usually constituted on an ad hoc basis, depending on situational need. NOTE 2: Current NDMS crush injury teams are Type II.								



		RESOURCE: DISASTE	R MEDICAL ASSISTANCE T	EAM (DMAT)-MENTAL	HEALTH SPECIALTY	
CATEGORY:	Health & Med	lical (ESF #8)		KIND: Tea	m	
MINIMUM CA	PABILITIES:	TYPE I	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
Variable number of deploying personnel; includes medical providers with specialty training/skills in treating psychiatric patients (NOTE 1)	Deployment readiness; Staffing; Training Status; Patient Treatment Capacity	Deploy to site within 24 hrs. of notification with all necessary staff and equipment; Function for 72 hrs. in austere locations without resupply	Deploy to site within 24 hrs. of notification with all necessary staff; Function in existing facility using facility's equipment and supplies (NOTE 2)	Personnel roster only; May be less than full complement		
Shelters, Equipment, and Supplies.	Logistics Status	Full complement	Limited or none	None		
Comments:	response team u psychiatric patier <u>NOTE 1</u> : Usually support staff. De	nder the guidance of the Nationa nts. r includes a mix of physicians, nu	volunteer group of medical and n I Disaster Medical System (or Sta rses, nurse practitioners, physicia stituted on an ad hoc basis, deper Type II.	te or local auspices), and whose n's assistants, pharmacists, eme	personnel have specific training/	skills in the management of



		RESOURCE: DISAS	STER MEDICAL ASSISTANC	E TEAM (DMAT)—PEDIA	TRIC SPECIALTY	
CATEGORY:	Health & Mec			KIND: Tea		
	PABILITIES:	Түре І	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other
Component	Metric					
Variable number of deploying personnel; includes medical providers with specialty training/skills in pediatrics and use of pediatric equipment (NOTE 1)	Deployment Readiness; Staffing; Training Status; Patient Treatment Capacity	Deploy to site within 24 hrs. of notification with all necessary staff and equipment; Function for 72 hrs. in austere locations without resupply	Deploy to site within 24 hrs. of notification with all necessary staff; Function in existing facility using facility's equipment and supplies (NOTE 2)	Personnel roster only; May be less than full complement		
Shelters, Equipment, and Supplies	Logistics status	Full complement	Limited to pediatric items or none	None		
COMMENTS:	team under the g patients.	uidance of the National Disaster y includes a mix of physicians, nu	Medical System (or State or local	auspices), and whose personne	e same State or region of a State I have specific training/skills in the ergency medical technicians, othe	e management of pediatric
	NOTE 2: Curren	t NDMS pediatric teams are Type	e II; they do not deploy as a fully f	unctioning team but generally co	deploy and augment another tear	n.



		Resource: Di	SASTER MORTUARY OPER	ATIONAL RESPONSE TEA	M (DMORT)	
CATEGORY:	Health & Med	ical (ESF #8)		KIND: Tea	am	
	PABILITIES:	Түре І	Type II	TYPE III	Type IV	Other
Component	Metric					
Standard DMORT has 31 personnel plus basic load of equipment (NOTE 1)	Deployment Readiness, Staffing, Equipment Status, Training Status, Patient Treatment Capacity	Deploy to site within 24 hrs. of notification; Provide on- site victim identification and morgue operations; Provide family assistance services (NOTE 2)				
DMORT— WMD	Same as above	Same as above except adds additional capability to deal with residually contaminated chemical, biological, or radiological dead				
Deployable Portable Morgue Unit (DPMU)	Fully equipped to support DMORT functions	Add-on when no local morgue facilities available; Supports either standard DMORT or DMORT-WMD. (NOTE 3)				
Comments:	response team ui mortuary services <u>NOTE 1</u> : Usually dental assistants, <u>NOTE 2</u> : DMOR	nder the guidance of the National s, and forensic pathology and ant rincludes a mix of medical exami radiologists, funeral directors, m	Disaster Medical System (or Stat nropology methods. ners, coroners, pathologists, fore ental health professionals, and su noc basis, and usually deploy only	te or local auspices), and whose nsic anthropologists, medical rea upport personnel.	el, usually from the same geograp personnel have specific training/ cords technicians, fingerprint tech specifically required for current m	skills in victim identification, nicians, forensic odentologists,



		Resource: In	TERNATIONAL MEDICAL S	JRGICAL RESPONSE	TEAM (IMSURT)	
CATEGORY:	Health & Med	ical (ESF #8)		KIND:	Team	
MINIMUM CA	PABILITIES:	Type I	Type II	Type III	Type IV	Other
Component	Metric					
IMSuRT is equipped and trained to provide surgical care outside CONUS. Full team consists of roughly 26 personnel (NOTE 1)	Deployment Readiness; Staffing; Training Status; Patient Treatment Capacity	Able to begin deployment to OCONUS location within 3 hrs. of notification; Staff 2 OR suites providing emergency surgery, treatment, and stabilization; Usually deploys with all necessary equipment (NOTE 2)	Some mix of capabilities less than Type I			
Equipment, and Supplies	Logistics Status	Fully equipped to provide free-standing surgical capability, etc. (NOTE 2)	Limited to none			
Comments:	have formed a rest medical and surgi <u>NOTE 1</u> : This is additional teams a	sponse team under the guidance ical treatment capability, worldwic the only NDMS medical team with are being formed.	of the National Disaster Medical le.	System and the State Dep a single IMSuRT exists a	partment, and whose personnel ar	me State or region of a State, that nd equipment give it deployable e previous IST specialty DMAT. Two



		Reso	OURCE: NDMS MANAGEM	IENT SUPPORT TEAM (MS	ST)	
CATEGORY:	Health & Med	lical (ESF #8)		KIND: Tea	am	
MINIMUM CA	PABILITIES:	TYPE I	Type II	Type III	TYPE IV	Other
Component	Metric					
Supervisory, Logistics, Communi- cations, and Other Support Personnel (NOTE 1)	Deployment Readiness; Staffing; Training Status; Patient Treatment Capacity	Deploy to site within 24 hrs. of notification; Provide Federal supervision, coordination, and support at site of any NDMS team deployment, to include ambulatory care (sick call) for federal personnel (NOTE 2)	Deploy to site within 24 hrs. of notification with limited staff and communications equipment, but no tentage (NOTE 2)			
Shelters, Equipment, and Supplies	Logistics status	Full complement	Communication and administration only			
COMMENTS:	NOTE 1: MSTs actually deployed	IST is a command and control tea are normally staffed by a mix of F d in support of a mission. An MST are mission-tailored on an ad hoc	ederal employees from NDMS he (perhaps as small as one or two	eadquarters, the PHS-2 team, or individuals) always accompanie	the CCRF. Although rostered, Mes an NDMS unit on a deployment	t.



		Resour	CE: VETERINARY MEDICA	AL ASSISTANCE TEAM (VI	/IAT)	
CATEGORY:	Animals and A	Agriculture Issues		KIND: Tea	im	
MINIMUM CAI	PABILITIES:	Type I	Type II	Type III	Type IV	Other
Component	Metric					
60 Personnel Plus Equipment (NOTE 1)	Deployment Readiness; Staffing; Training Status; Patient Treatment Capacity	Deploy to site within 24 hrs. of notification; Provide animal care, treatment, and shelter; Food and water testing; Basic epidemiologic capabilities (NOTE 2)	Some mix of capabilities less than Type I			
Shelters, Equipment, and Supplies	Logistics Status	Full complement	Limited or none			
COMMENTS:	organized a respo casualties and/or <u>NOTE 1</u> : Usually <u>NOTE 2</u> : VMATs	onse team under the guidance of animal disease outbreaks during includes a mix of veterinarians, v	the American Veterinary Medical a disaster. /eterinary technicians, support pe n ad hoc basis, and usually deplo	Association and the NDMS, and ersonnel, microbiologists, epidem	support personnel, usually from th I whose personnel have specific t niologists, and veterinary patholog ment specifically required for the	raining in responding to animal gists.



## LAW ENFORCEMENT RESOURCES

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SWAT/Tactical Teams	



			RESOURCE: BOMB SQUA	AD/EXPLOSIVES TEAMS		
CATEGORY:	Law Enforce	ment/Security		KIND: Tear	n	
MINIMUM CA	PABILITIES:	Type I	TYPE II	Type III	Type IV	Other
Component	Metric					
Equipment	Blast Protective Clothing	<ul> <li>(5) Bomb Suits;</li> <li>(5) Search Suits;</li> <li>(10) Cooling Vests;</li> <li>Tactical Body Armor (helmet with ballistic shield, fire resistant clothing, gloves &amp; hood);</li> <li>Hydration System</li> </ul>	<ul> <li>(3) Bomb Suits</li> <li>(3) Search Suits</li> <li>(6) Cooling Vests;</li> <li>Tactical Body Armor (helmet with ballistic shield, fire resistant clothing, gloves &amp; hood);</li> <li>Hydration System</li> </ul>	<ol> <li>Bomb Suits</li> <li>Search Suits</li> <li>Cooling Vests;</li> <li>(recommended);</li> <li>Tactical Body Armor (helmet with ballistic shield, fire resistant clothing, gloves &amp; hood);</li> <li>Hydration System</li> </ol>		
	X-Ray	(5) Portable X-Ray Devices	(3) Portable X-Ray Devices	(1) Portable X-Ray Device		
		(2) Real-Time X-Ray	(1) Real-Time X-Ray	(1) Real-Time X-Ray (recommended)		
	RSP	(5) Disrupters & Advanced render safety Capabilities; DEMO kits	(3) Disrupters & Advanced render safety Capabilities; DEMO kits	(1) Disrupter & Advanced render safety Capabilities; DEMO kits		
	CBRN Protective Clothing	(5) Level A PPE (10) Level B PPE (10) Level C PPE APR	(6) Level B PPE (6) Level C PPE APR	(2) Level C PPE APR		
	Respiratory Protection	SCBA/APR necessary to sustain all team members	SCBA/APR necessary to sustain all team members	APR necessary to sustain all team members		
	Remote Stand-Off Capability	Complete Robot system	Robot system	Stand-Off Manipulation Equipment		
		Rigging Equipment	Rigging Equipment			
	Tools	Bomb Squad Hand Tools	Bomb Squad Hand Tools	Bomb Squad Hand Tools		
		Fiber Optics Camera	Fiber Optics Camera (recommended)			
-		"COBRA" Computer	"COBRA" Computer			
	Monitoring/ Detection	CBRN Monitors; personal dosimeters	CBRN Monitors; personal dosimeters			
	Explosive Transport	Total Containment Vessel (TCV)—Chemical/Biological	Containment Vessel	Explosive Containment Box		
	Communi- cation	Intrinsically Safe In-Suit Communication Capability	Intrinsically Safe In-Suit Communication Capability			



			RESOURCE: BOMB SQUA	D/EXPLOSIVES TEAM	IS		
CATEGORY:	Law Enforce	ment/Security		KIND:	Tea	m	
MINIMUM CA	PABILITIES:	Түре І	Type II	Type III		Type IV	Other
Component	Metric						
Personnel		<ul> <li>(2) Supervisors trained to bomb technician level</li> <li>(10) Bomb Technicians</li> <li>(2) Bomb Trained Medics</li> <li>(recommended)</li> <li>(2) Explosive K-9 Teams</li> <li>(recommended)</li> </ul>	<ul> <li>(2) Supervisors trained to bomb technician level</li> <li>(6) Bomb Technicians</li> <li>(1) Bomb Trained Medic (recommended)</li> <li>(2) Explosive K-9 Teams (recommended)</li> </ul>	<ul> <li>(2) Tech Bomb Technici.</li> <li>(1) Supervisor recomme</li> <li>(1) Explosive K-9 Teams</li> <li>(recommended)</li> </ul>	nded		
Vehicles		<ul><li>(1) Primary Response Vehicle</li><li>(1) Back-up Vehicle</li><li>(1) Armored Vehicle</li></ul>	(1) Dedicated Equipment Vehicle	Equipment Vehicle			
Training		Post Blast Investigation Training—6 weeks; Basic Hazardous Devices school— 6 weeks; Robot Operator's Course; Hazardous Materials Tech Training; Additional WMD Training; Advanced Access and Disablement; Explosive Breaching Training; 40 hours continuous training annually; 16 hours training monthly; Recertification every 3 years	Post Blast Investigation Training—6 weeks; Basic Hazardous Devices school – 6 weeks; Hazardous Materials Tech Training; WMD Training; Advanced Access and Disablement; Explosive Breaching Training (recommended); 40 hours continuous training annually; 16 hours training monthly; Recertification every 3 years	Post Blast Investigation Training—6 weeks; Basi Hazardous Devices schu 6 weeks; Hazardous Materials Tech Training; WMD Training; Advance Access and Disablemen Explosive Breaching Training (recommended) hours continuous traini annually; 16 hours train monthly; Recertification every 3 years	ic ool— ed it; ); 40 ng		



CATEGORY			RESOURCE: BOMB SQUA	D/EXPLOSIVES TEAM	MS		
CATEGORY:	Law Enforcem	nent/Security		KIND:	Tea	m	
MINIMUM CA	PABILITIES:	ΤΥΡΕ Ι	TYPE II	TYPE III		TYPE IV	Other
Component	Metric						
Comments:	sensitive IEDD ir shall consist of a of containing up operations. <u>Type III</u> —A full-tir involving sophis supervisors. Te and CBRN dispe <u>Type III</u> —A fu	ncidents, involving sophistical a minimum of 10 bomb technic to 60,000 lbs. of explosive ma ne or part-time bomb squad, o ticated improvised energetic r am must have render safe cap rsal devices. Teams should b ull-time or part-time bom Feam must have basic IE	able of handling a complex inc ed improvised energetic materi- tians and 2 supervisors. Team terial) and CBRN dispersal dev apable of handling a moderate naterials and electronic/remote babilities up to and including a be capable of working in a CBR b squad, capable of hanc ED render safe capabilitie	ials, electronic/remote fir must have render safe c ices. Team shall be cap incident. A moderate in firing systems. Teams medium vehicle borne IE N environment absent of Iling a small inciden	iring sy capabili pable of ncident shall c EDs (ca f vapor nt. Tea	rstems, and tactical explosive b ities up to and including large of working in a CBRN environme may include a life-threatening onsist of a minimum of 6 bomb apable of containing up to 4,000 's.	oreaching support. Teams vehicle borne IEDs (capable ent and support tactical team or time-sensitive incident, o technicians and 2 0 lbs. of explosive material) nimum of 2 bomb
	Definitions						
	Definitions RSP	Render-Safe	Procedure				
			Procedure xplosive Device Disposal				
	RSP	Improvised E					
	RSP IEDD CBRN PPE	Improvised E Chemical, Bi	xplosive Device Disposal				
	RSP IEDD CBRN	Improvised E Chemical, Bi	xplosive Device Disposal ological, Radiological, Nuclear tective Equipment				
	RSP IEDD CBRN PPE	Improvised E Chemical, Bi Personal Pro Air Purifying	xplosive Device Disposal ological, Radiological, Nuclear tective Equipment				
	RSP IEDD CBRN PPE APR	Improvised E Chemical, Bi Personal Pro Air Purifying Self Contain	xplosive Device Disposal ological, Radiological, Nuclear otective Equipment Respirator	suit with SCBA			
	RSP IEDD CBRN PPE APR SCBA	Improvised E Chemical, Bi Personal Pro Air Purifying Self Contain Totally enca	Explosive Device Disposal ological, Radiological, Nuclear otective Equipment Respirator ed Breathing Apparatus				
	RSP IEDD CBRN PPE APR SCBA Level A PPE	Improvised E Chemical, Bi Personal Pro Air Purifying Self Contain Totally enca Non-encapsi	Explosive Device Disposal ological, Radiological, Nuclear otective Equipment Respirator ed Breathing Apparatus osulated chemical resistant vapor ulated or encapsulated chemical r	esistant suit with SCBA			
	RSP IEDD CBRN PPE APR SCBA Level A PPE Level B PPE	Improvised E Chemical, Bi Personal Pro Air Purifying Self Contain Totally enca Non-encapso Non-encapso	xplosive Device Disposal ological, Radiological, Nuclear tective Equipment Respirator ed Breathing Apparatus osulated chemical resistant vapor ulated or encapsulated chemical r ulated chemical resistant suit with	esistant suit with SCBA			
	RSP IEDD CBRN PPE APR SCBA Level A PPE Level B PPE Level C PPE	Improvised E Chemical, Bi Personal Pro Air Purifying Self Contain Totally enca Non-encaps Non-encaps outer Chemical Bio	Explosive Device Disposal ological, Radiological, Nuclear otective Equipment Respirator ed Breathing Apparatus osulated chemical resistant vapor ulated or encapsulated chemical r	esistant suit with SCBA			



		RESOURCE: LAW	ENFORCEMENT AVIATION-	HELICOPTERS-PATROL &	SURVEILLANCE	
CATEGORY:	Law Enforce	ment/Security		KIND: Airc	raft	
	PABILITIES:	Туре І	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
Vehicles	Helicopters	4 or more seats incl. Pilot; 12K ft or < ceiling; Certified aircraft; Jet turbine	Same as Type I except Military Surplus	Same as Type II except 2 or more seats incl. Pilot; Certificated aircraft or Military Surplus but would meet Certified, turbine, or reciprocating engine	Same as Type II except 2 or more seats incl. Pilot; Certificated aircraft or Military Surplus but would meet Certified, turbine, or reciprocating engine with fixed or inflatable flotation device	
	Capabilities	VFR	VFR	VFR	VFR	
Equipment	Radios	Programmable/encryption radios (aviation (2) & law enforcement (3 or <)	VHF/UHF capabilities; Police radios	VHF/UHF capabilities; Police radios	VHF/UHF capabilities; Police radios	
	Navigation Equipment	GPS Night Vision Goggles				
	Visual Aids	FLIR	FLIR	FLIR	FLIR	
		Binoculars	Binoculars	Binoculars	Binoculars	
		Microwave Downlink Video Capability	Recommended: Microwave Downlink Video Capability			
	PPE	Helmet; Nomex Flight Suits; Gloves; Full Leather Boots (mandatory for flight crew, optional for other passengers)	Helmet; Nomex Flight Suits; Gloves; Full Leather Boots (mandatory for flight crew, optional for other passengers)	Helmet; Nomex Flight Suits; Gloves; Full Leather Boots (mandatory for flight crew, optional for other passengers)	Helmet; Nomex Flight Suits; Gloves; Full Leather Boots (mandatory for flight crew, optional for other passengers)	
Personnel		Pilot       Commercial or higher, rotary/helicopter, pilot license         w/Class I Medical, pre-TFO       experience, full-time         assignment to unit       Image: signment to unit         TFO       Complete unit level         trng program, Min. 2 yrs in       patrol, Superior field tactics         skills, full-time asgnmt to unit       Maint. Staff—Full-time         asgnmnt, A&P/IA license       Staff	Pilot—Same as Type I except Class II Medical <u>TFO</u> —Same as Type I Maint. Staff—Same as Type I except not required to be I/A	Same as Type II except Maint. Staff may be part-time or contracted	<u><b>Pilot</b></u> —Same as Type II	



			ENFORCEMENT AVIATION-	HELICOPTERS-PATROL &	SURVEILLANCE	
CATEGORY:	Law Enforcer	nent/Security		KIND: Airc	craft	
MINIMUM CA	PABILITIES:	TYPE I	Type II	TYPE III	TYPE IV	Other
Component	Metric					
Training		Pilot       Currency trng every 6         mos. with all emerg proc as       well as mtg all FAA license         requirements       TFO         TFO       Unit-level trng & Law         Enf. AOT       Maint. Staff         Maint. Staff       Vearly classes	Pilot       Currency trng every 6         mos. with all emerg proc as         well as mtg all FAA license         requirements <u>TFO</u> Unit-level trng & Law         Enf. AOT	Pilot       Currency trng every 6         mos. with all emerg proc as       well as mtg all FAA license         requirements       TFO         Unit-level trng & Law       Enf. AOT	Pilot       Currency trng every 6         mos. with all emerg proc as       well as mtg all FAA license         requirements, including sea       plane license         TFO       Unit level trng & Law         Enf. AOT       Content of the sea	
Comments:	Type II—Same a Type III—Same a Type IV—Water	s Type I except military surplus as Type II except: jet turbine or re landing/surveillance/patrol capabi	ciprocating engines		similar downlink, tracking devices	
	Definitions					
	A&P	Airframe and Powerplant mech				
	FAA FLIR	Federal Aviation Administratio Forward Looking Infrared	1			
	GPS	Global Positioning System				
	IA	Inspection Authorization				
	IFR/VFR	Instrument Flight Rules/Visual	Flight Rules			
	PA	Public Address (speaker)	r light rules			
	PPE	Personnel Protective Equipme	nt consists of clothing and equip ate equipment requirements for	ment that provides protection to a various aerial missions and grour	an individual in a hazardous environm nd helicopter operations.	ent. Chapter
	VHF/UHF	Very High Frequency/Ultra Hig		5		
	TEO	Tactical Flight Officer				



			LAW ENFORCEMENT OBSERV		,	
CATEGORY:		ment/Security			rcraft	
		Түре І	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other
Component	Metric					
Vehicle	Fixed-Wing Aircraft	Fixed-Wing Observation Aircraft	Fixed-Wing Observation Aircraft–Low and Slow			
	Capacity	2-4 passenger with cargo not to exceed design specifications of aircraft	2-4 passenger with cargo not to exceed design specifications of aircraft			
Equipment	Flight Suit	Appropriate level of PPE	Appropriate level of PPE			
	Video/ Electronic	Microwave Downlink Video; FLIR				
	Radios	VHF Radios; Police Frequency Radios	VHF Radios; Police Frequency Radios			
Personnel		<u>Pilot</u> -Commercial or higher, ASEL, pilot license w/Class I or II Medical, full-time assignment to unit	Pilot-Commercial or higher, ASEL, pilot license w/Class I or II Medical, full-time assignment to unit			
		<u>TFO</u> –Complete unit level training program, law enforcement trained	TFO-Complete unit-level training program, law enforcement trained			
Training		<u>Pilot</u> —Commercial Pilots Certification or higher (instrument rated), updated every 6 mos. with Emergency Procedures as well as meet all FAA license requirements; Current Medical Flight Review (FAA)	Pilot—Commercial Pilots Certification or higher (instrument rated), updated every 6 mos. with Emergency Procedures as well as meet all FAA license requirements; Current Medical Flight Review (FAA)			
		TFO-Unit-level training & Law Enforcement AOT	TFO–Unit level training & Law Enforcement AOT			
Comments:	Low and slow of	oservation ability. General law enf	ation capabilities for extended operation forcement type of fixed-wing. bilities for extended operations, low a			
	Definitions					
	AOT	Advanced Officer Training				
	FAA	Federal Aviation Administra	tion			
	TFO	Tactical Flight Officer				
	VHF	Very High Frequency				



		RESOURCE: MOB	ILE FIELD FORCE LAW EN	FORCEMENT (CROWD CON	NTROL TEAMS)	
<b>CATEGORY:</b>	Law Enforcer	ment/Security		KIND: Tear	m	
<b>MINIMUM CA</b>	PABILITIES:	TYPE I	Type II	TYPE III	Type IV	Other
Component	Metric					
Equipment	Protective Clothing	Protective Clothing; Soft Body Armor (helmet and face shield, gloves, shin guards); Fire-resistant clothing recommended	Protective Clothing; Soft Body Armor (helmet and face shield, gloves, shin guards); Fire- resistant clothing recommended	Protective Clothing; Soft Body Armor (helmet and face shield, gloves, shin guards); Fire-resistant clothing recommended		
	Communi- cation	Team Radio Communication Equipment (portable radios, extra batteries, battery charger, cellular phones)	Team Radio Communication Equipment (portable radios, extra batteries, battery charger, cellular phones)	Team Radio Communication Equipment (portable radios, extra batteries, battery charger, cellular phones)		
	Respiratory Protection	NIOSH-approved protective mask	NIOSH-approved protective mask	NIOSH-approved protective mask		
	Safety Equipment	Safety glasses; Ear protection (recommended); Fire extinguisher	Safety glasses; Ear protection (recommended); Fire extinguisher	Safety glasses; Ear protection (recommended); Fire extinguisher		
		Foul Weather Gear; Hand- Held Shields	Foul Weather Gear; Hand- Held Shields	Foul Weather Gear; Hand- Held Shields		
		Personal Hydration System	Personal Hydration System	Personal Hydration System		
	Chemical Protective Clothing	Level C PPE suits for entire team	Level C PPE suits for entire team			
	Counter- Sniper Equipment	Provided by SWAT team	(2) Shoulder fired weapons			
	Surveillance Equipment	Video equipment capabilities	Video equipment capabilities	Video equipment capabilities		
	Individual Weapons	Department authorized handguns; Duty gear and equipment	Department authorized handguns; Duty gear and equipment	Department authorized handguns; Duty gear and equipment		
	Impact Weapons	Riot Control Batons or approved impact weapon	Riot Control Batons or approved impact weapon	Riot Control Batons or approved impact weapon		
	Misc. Equipment	Bullhorns; Flex Cuffs; Mass arrest kits	Bullhorns; Flex Cuffs; Mass arrest kits	Bullhorns; Flex Cuffs; Mass arrest kits		
	Delivery Systems	Chemical Agents and Delivery Systems; Less lethal munitions and delivery systems	Chemical Agents and Delivery Systems; Less lethal munitions and delivery systems	Chemical Agents and Delivery Systems; Less lethal munitions and delivery systems		



		RESOURCE: MOB	ILE FIELD FORCE LAW EN	FORCEMENT (CROWD CO	NTROL TEAMS)	
<b>CATEGORY:</b>	Law Enforcer	ment/Security		KIND: Tea	m	
MINIMUM CA	PABILITIES:	Түре І	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
Personnel		1 OIC 1 Deputy OIC 4 Supervisors 2 Counter Snipers 8 Grenadiers 38 Officers 4 Prison Transportation Officers 1 Field Booking Team Recommended	1 OIC 1 Deputy OIC 4 Supervisors 2 Counter Snipers 8 Grenadiers 38 Officers 4 Prison Transportation Officers	1 OIC 2 Supervisors 1 Counter Sniper 4 Grenadiers 19 Officers 2 Prison Transportation Officers		
Vehicles		2 Prisoner Transportation Vans; 14 Patrol Vehicles	2 Prisoner Transportation Vans; 14 Patrol Vehicles	1 Prisoner Transportation Van; 7 Patrol Vehicles		
Training		No known national standard; Law enforcement officer with certified advanced training	No known national standard; Law enforcement officer with certified advanced training	No known national standard; Law enforcement officer with certified advanced training		



CATEGORY:	Law Enforcemer	nt/Security		KIND:	Team			
	PABILITIES:	Type I	Type II	TYPE III		TYPE IV	Other	
Component	Metric							
Comments:	includes a supervis presence for the pu skill level. <u>Type II</u> – A predesig large crowds, traffi	sor. The team is capable of n irpose of maintaining order gnated team consisting of fo c control enforcement, and g	Type I or a Type II tactical team nanaging large-scale operation and preserving the peace to ir ur 12-person squads and an C general saturation presence fo ining to maintain advanced sk	ns including managing crucies include CBRN environment OIC and a Deputy OIC. Each or the purpose of maintain	owds, traffic con ts. The team eng h squad include	trol enforcement, a ages in routine trai s a supervisor. The	and general saturatio ining to maintain adv e team is capable of r	n anced
	enforcement, and ge		12-person squads and an OIC. the purpose of maintaining order		ervisor. The team	is capable of manag	ging large crowds, traff	ic contr
	enforcement, and ge	neral saturation presence for			ervisor. The team	is capable of manaç	jing large crowds, trafi	ic conti
	enforcement, and ge Definitions OIC	Officer in Charge	the purpose of maintaining order		ervisor. The team	is capable of manag	ging large crowds, traff	ic cont
	enforcement, and ge	Officer in Charge National Institute of Oc	the purpose of maintaining order		ervisor. The team	is capable of manag	ging large crowds, traff	ic cont
	enforcement, and ge Definitions OIC NIOSH	Officer in Charge National Institute of Oc Chemical, Biological, R	the purpose of maintaining order cupational Safety and Health adiological, Nuclear	and preserving the peace.		is capable of manag	ging large crowds, traff	ic cont
	enforcement, and ge Definitions OIC NIOSH CBRN	Officer in Charge National Institute of Oc Chemical, Biological, R	the purpose of maintaining order cupational Safety and Health adiological, Nuclear uipment consisting of a non-enc	and preserving the peace.		is capable of manag	ging large crowds, traff	ic conti
	enforcement, and ge Definitions OIC NIOSH CBRN Level C PPE	Officer in Charge National Institute of Oc Chemical, Biological, R Personal Protection Eq Special Weapons Assa Consists of (4) 12-pers	the purpose of maintaining order cupational Safety and Health adiological, Nuclear uipment consisting of a non-enc	and preserving the peace. apsulated chemical resistant m rank of lieutenant) and De	nt suit with APR			ic conti
	enforcement, and ge Definitions OIC NIOSH CBRN Level C PPE SWAT	Officer in Charge National Institute of Oc Chemical, Biological, R Personal Protection Eq Special Weapons Assa Consists of (4) 12-pers Total minimum person	the purpose of maintaining order cupational Safety and Health tadiological, Nuclear uipment consisting of a non-enc ult Team on squads with an OIC (minimur	and preserving the peace. apsulated chemical resistant m rank of lieutenant) and De 14 vehicles	nt suit with APR eputy OIC (minimu	um rank of sergeant)	), each with a driver.	ic conti
	enforcement, and ge Definitions OIC NIOSH CBRN Level C PPE SWAT Platoon	Officer in Charge National Institute of Oc Chemical, Biological, R Personal Protection Eq Special Weapons Assa Consists of (4) 12-pers Total minimum person An organized element n A team of personnel sp	the purpose of maintaining order cupational Safety and Health tadiological, Nuclear uipment consisting of a non-enc ult Team on squads with an OIC (minimur nel is 52, with a minimum total of	and preserving the peace. apsulated chemical resistant m rank of lieutenant) and De 14 vehicles cers and a supervisor (serged incidents and set up a boo	nt suit with APR eputy OIC (minimu eant). 12 total per sking site to facilita	um rank of sergeant)	), each with a driver. n of 3 patrol vehicles	ic cont



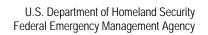
		R	SOURCE: PUBLIC	SAFETY DIVE TEAM		
CATEGORY:	Law Enforcement/			KIND: Tea	Im	
	PABILITIES:	Түре І	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other
Component	Metric					
•	Air Compressor	Recommended ability to refill air bottles onsite				
Equipment	Scuba	1 for each diver, including: full face mask, regulator, 1 additional air bottle, wetsuit, fins, and light	Same as Type I, plus at least 1 additional air bottle per diver	Same as Type I, plus at least 1 additional air bottle per diver	Same as Type I, plus at least 1 additional air bottle per diver	
	Deep Water Scuba	Each diver will be equipped with backup air source and regulator			Each diver will be equipped with backup air source and regulator	
	Surface Supply System	Capable of sustaining divers for deep water dives (more than 60') or dives of extended lengths of time, including 2, 300' umbilical hoses to support primary and backup divers, and 1 positively pressured full face mask with communications system for each diver; Underwater video monitoring/recording capabilities			Capable of sustaining divers for deep water dives (more than 60') or dives of extended lengths of time, including 2, 300' umbilical hoses to support primary and backup divers, 1 positively pressured full face mask with communications system for each diver; Underwater video monitoring/recording capabilities	
	Remote Operating Vehicle (ROV)	Available only for a Type I Team				
	Towable Motorized Vessel	Capable of transporting the entire team and its equipment	Capable of transporting the entire team and its equipment	Capable of transporting the entire team and its equipment	Capable of transporting the entire team and its equipment	
	Electronic Communications Systems	Each diver equipped with underwater communications system	Recommended same as Type I	Recommended same as Type I	Same as Type I	
	Portable Sonar	Aides in locating objects from surface, allowing diver to be directed by support team				
	Drysuits/Wetsuits	Drysuits: Vulcanized-Rubber, 1 for each diver, necessary to have available for potential biological or HazMat diving	Same as Type I	Wetsuit, recommend drysuit	Same as Type I	



		R	ESOURCE: PUBLIC	SAFETY DIVE TEAM		
CATEGORY:	Law Enforcement	/Security		KIND: Tea	m	
MINIMUM CA	PABILITIES:	Түре І	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
	Lift/Salvage	Bags with minimum lift capacity of 6,000 lbs. and rigging equipment	Bags with minimum lift capacity of 4,000 lbs. and rigging equipment (recommended)			
	Evidence Collection/Search Tools	Including: body recovery bags (fine nylon mesh), underwater metal detectors, sealing plastic containers, 200' of search lines and marker buoys	Same as Type I	Sealing plastic containers	Same as Type III, plus explosives handling equipment	
Personnel	Divers	Minimum 6, at least 4 for deep water diving (capability and training to dive a minimum of 100', low visibility overhead and cold-water environments)	Minimum 4	Minimum 3	2+ specially trained in explosives and underwater demolition	
	Dive Team Leader	1 per 4 divers	Same as Type I	Same as Type I (if available)	Recommended	
	Rescue Diver	1 rescue diver trained in First Aid/CPR and hyperbaric recognition	1 rescue diver trained in First Aid/ CPR and hyperbaric recognition (recommended)	1 rescue diver trained in First Aid/CPR and hyperbaric recognition (recommended)	1 rescue diver trained in First Aid/CPR and hyperbaric recognition (recommended)	
Vehicles		Support vehicle for transportation of personnel/ equipment	Support vehicle for transportation of personnel/ equipment	Support vehicle for transportation of personnel/ equipment	Support vehicle for transportation of personnel/ equipment	
Training		Minimum Physical Fitness Qualification with recurrent annual certification**; Scuba Certification; Public Safety Certification** – 100 hours minimum, including the use of full face masks and lift bags, surface supplied air systems, diving in polluted environments, use of lift bags for salvage operations, evidence recovery and preservation, low visibility, and overhead environment; (Recommended: aircraft	Scuba Certification; Public Safety Certification** – 60 hours minimum, including the use of full face masks and lift bags; Certification of 6 training dives per year	Scuba Certification; Public Safety Certification** – 60 hours minimum, including the use of full face masks and lift bags; Certification of 6 training dives per year	Same as Type I, plus explosives training	



		R	ESOURCE: PUBLIC SA	FETY DIVE TEAM			
CATEGORY:	Law Enforceme	ent/Security		KIND: Te	eam		
MINIMUM CA	PABILITIES:	Түре І	TYPE II	TYPE III	Type IV	Other	
Component	Metric						
		deployment and tactical)					
		operations; Certification of					
		6 training dives per year,					
		including 1 training dive to maximum depth					
	** A national trainin Description of Typ <u>Type I</u> – A team of outlined equipmer in risk/benefit ana <u>Type II</u> – A team of <u>Type III</u> – A team of <u>Type IV</u> – A team of respond with all o	divers and a support team with nec at to handle evidence recovery and o lysis should be assigned to each div apable of responding with all outline with Scuba certification and Public Safe of divers and support team with nece utlined equipment to handle evidence ining in risk/benefit analysis should	essary diving experience a deep water diving. Team s ve team. Capable of cond ed equipment to handle ev ty Diving Certification. essary diving experience a ce recovery and deep wate	should be self-contained fo ucting rescue dives. idence recovery. as well as explosive/undervert er diving. Team should be	or 24 hours. A dive team leader v water demolition experience. Te	with experience and trainir ams should be able to	
	NFPA	National Fire Pr	rotection Agency				
		National Fire Protection Agency           Self-Contained Underwater Breathing Apparatus					
	Scuba	Sound Navigation and Ranging – uses sound to identify objects, allowing divers to be directed by surface support team					
	Scuba Sonar		0 11		a divers to be directed by surfaces	support team	





			RESOURCE: SWAT	TACTICAL TEAMS		
<b>CATEGORY:</b>	Law Enforce	ment/Security		KIND: Team		
MINIMUM CA	PABILITIES:	Түре І	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
Equipment	Protective Clothing	Protective Clothing; Tactical Body Armor (helmet with ballistic shield; fire resistant gloves & hood)	Protective Clothing; Tactical Body Armor (helmet with ballistic shield; fire resistant gloves & hood)	Protective Clothing; Tactical Body Armor (helmet with ballistic shield; fire resistant gloves & hood)		
	Communi- cation	Team Radio Communication Equipment (portable radios, extra batteries, battery charger, cellular phones) Night Vision Goggles for	Team Radio Communication Equipment (portable radios, extra batteries, battery charger, cellular phones)	Team Radio Communication Equipment (portable radios, extra batteries, battery charger, cellular phones)		
		entry and containment				
		2 Night Vision Scopes	2 Night Vision Scopes			
	Ballistic Protection	Soft and tactical Body Armor for all team members	Soft and tactical Body Armor for team members	Soft and tactical Body Armor for team members		
	Respiratory Protection	NIOSH-approved protective mask	NIOSH-approved protective mask;	NIOSH-approved protective mask		
		14 SCBAs	SCBAs recommended			
	Safety Equipment	Safety glasses; Ear protection	Safety glasses; Ear protection	Safety glasses; Ear protection		
	Chemical Protective Clothing	Level B and C PPE Suits for entire team	Level B and C PPE Suits for entire team	Level C PPE Suits for entire team		
	Breaching Equipment	Mechanical Breaching Equipment	Mechanical Breaching Equipment	Mechanical Breaching Equipment		
		Shotgun Breaching Equipment	Shotgun Breaching Equipment	Shotgun Breaching Equipment (recommended)		
		Explosive Breaching Equipment	Explosive Breaching Equipment Recommended			
	Sniper Equipment	Extended long-range weapons greater than 500 yards with day and night scope	Long-range weapons less than 500 yards with day and night scope	Long-range weapons less than 500 yards with day scope		
		Chemical Agents and delivery system	Chemical Agents and delivery system	Chemical Agents and delivery system		
		Less lethal munitions and delivery systems	Less lethal munitions and delivery systems	Less lethal munitions and delivery systems		
	Robot Systems	Robot System with tactical options	Robot System with tactical options recommended			



			RESOURCE: SWAT	TACTICAL TEAMS			
CATEGORY:	Law Enforce	ement/Security KIND: Team					
MINIMUM CAR	PABILITIES:	Туре І Туре ІІ		TYPE III		Type IV	Other
Component	Metric	1					
	Safety Equipment	Foul Weather Gear	Foul Weather Gear	Foul Weather Gear			
		Personal Hydration System	Personal Hydration System	Personal Hydration Syste	em		
	Surveillance Equipment	Listening equipment; Video equipment; Fiber optics	Listening equipment; Video equipment				
		Transmitting equipment that will include wireless and hardline					
		IR Capability					
		Portable Ladders	Portable Ladders	Portable Ladders			
	Weapons	Weapons: Handguns, assault weapons	Weapons: Handguns, assault weapons	Weapons: Handguns, assault weap			
		Lighted Weapon System	Lighted Weapons System	Lighted Weapons System	n		
		Distraction Devices	Distraction Devices	Distraction Devices			
		Rappelling & Fast Rope Equipment	Rappelling Equipment				
		Hand Held Ballistic Shields	Hand-Held Ballistic Shields	Hand-Held Ballistic Shiel			
Personnel		2 Long Rifle Teams (2-man Team); 6 Man Entry Team; 1 Team Leader; 8 Containment to include grenadiers; 2 Tactical Medics; 1 Liaison; 1 Tactical Commander; 2 Canine Teams; 1 Electronic Tech; 1 Scribe; 1 Communications Officer; 2 Explosive Breachers; 1 Robot Technician	2 Long Rifle Teams (2-man Team); 6 Man Entry Team; 1 Team Leader; 8 Containment to include grenadiers; 1 Tactical Medic; 1 Liaison; 1 Tactical Commander; Canine Teams recommended; Electronic Tech recommended; Explosive Breachers recommended; Robot Technician recommended	2 Long Rifle Teams (2-m. Team); 4 Man Entry Team; 1 Team Leader; 8 Containment to include grenadiers; 1 Tactical Medic recommended; 1 Liaison recommended; 1 Tactical Commander;			
Vehicles		Armored Personnel Carrier (APC)	Armored Personnel Carrier (APC) recommended				



			RESOURCE: SWAT	TACTICAL TEAMS			
CATEGORY:	Law Enforcem	nent/Security		KIND:	Tea	m	
MINIMUM CAPABILITIES:		Түре I	Туре І Туре ІІ			Type IV	Other
Component	Metric						
Training		No known national standard;	No known national standard;	No known national stand	dard;		
5		Law enforcement officer with	Law enforcement officer with	Law enforcement officer	with		
		certified advanced training	certified advanced training	certified advanced training	ng		
	environment abse <u>Type II</u> —A full-tin either rural or urb <u>Type III</u> —A team	ent of vapors. he or part-time team designated t an environments. Teams should designated to handle high-risk si ent of vapors and liquids. Chemical, Biologica Personal Protective Air Purifying Respir Self-Contained Bre Non-encapsulated of Non-encapsulated of Non-encapsu	o handle high-risk situations requise capable of working in a CBRN tuations requiring specialized we al, Radiological, Nuclear Equipment ator	uiring specialized weapons N environment absent of va eapons with limited resource	or extr pors.	I) events. Teams should be capal aordinary special operations. Tea capabilities. Teams should be ca	m capable of operating in



## **PUBLIC WORKS RESOURCES**

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			RESOURCE: Air Co	nditioner/Heater		
CATEGORY:	Public Wor	ks and Engineering (ESF #3	3)	KIND: Equ	ipment	
	PABILITIES:	Type I	Type II	Type III	TYPE IV	Other
Comments-	<u>Metric</u> Ton	<ul> <li>90 Ton</li> <li>Air conditioner/heater; 90</li> <li>Ton Air Cooled Direct</li> <li>Expansion portable A/C unit</li> <li>w/ heat; 26,000 cfm (cubic feet per minute) of air</li> <li>delivered; Weight: 19,900</li> <li>lbs; Can be trailer mounted</li> <li>(flat bed semi) dimensions:</li> <li>20' Long x 8' Wide x 9'.5"</li> <li>Tall; Power requirements:</li> <li>Cooling only 260 Amps at</li> <li>460 volts, 3 phase, 60 hz;</li> <li>Heat only (250 kW) 368</li> <li>Amps at 460 volts, 3 phase, 60 hz;</li> <li>(8) 20" Flex duct connections for air supply (4)/ return (4);</li> <li>Potential application</li> <li>examples: Airports,</li> <li>Universities, Malls, Moisture removal from wet buildings &amp; materials (weather / temperature permitting).</li> <li>Setup time varies</li> <li>depending on duct installation,</li> <li>fabricating, wiring,</li> <li>etc2+ hours;</li> <li>4/0 Cam-Lock type quick connect cable used for power termination to source.</li> </ul>	60 Ton Air conditioner/heater; 60 Ton Air Cooled Direct Expansion portable A/C unit w/ heat; 17,000 cfm (cubic feet per minute) of air delivered; Weight: 16,500 lbs; Can be trailer mounted (flat bed semi) dimensions: 20' Long x 8' Wide x 8'.5" Tall. Power requirements: Cooling only 160 Amps at 460 volts, 3 phase, 60 hz; Heat only (125 kW) 200 Amps at 460 volts, 3 phase, 60 hz; (8) 20" Flex duct connections for air supply (4)/ return (4); Potential application examples: Airports, Retail stores, Schools, Moisture removal from wet buildings & materials (weather / temperature permitting). Setup time varies depending on duct installation, fabricating, wiring, etc2+ hours; 4/0 Cam-Lock type quick connect cable used for power termination to source.	25 Ton Air conditioner/heater; 25 Ton Air Cooled Direct Expansion portable A/C unit w/ heat; 9,400 cfm (cubic feet per minute) of air delivered; Weight: 4,140 lbs; Can be trailer mounted (flat bed tow behind) dimensions: 12' Long x 7'.6" Wide x 5' Tall; Power requirements: Cooling only 60 Amps at 460 volts, 3 phase, 60 hz; Heat only (72 kW) 100 Amps at 460 volts, 3 phase, 60 hz; (4-6) 20" Flex duct connections for air supply (2)/ return (2-4); Potential application examples: Tents, Small retail stores, Libraries, Moisture removal from wet buildings & materials (weather / temperature permitting). Setup time varies depending on duct installation, fabricating, wiring, etc2+ hours; 4/0 Cam-Lock type quick connect cable used for power termination to source.	10 Ton Air conditioner / heater; Caterpillar/York 10 Ton Air Cooled Direct Expansion portable A/C unit w/ heat; 4,000 cfm (cubic feet per minute) of air delivered; Weight: 1,500 lbs; Can be trailer mounted (flat bed tow behind) dimensions: 11' Long x 6'.5" Wide x 5' Tall; Power requirements: Cooling only 24 Amps at 460 volts, 3 phase, 60 hz; Heat only (54 kW) 71 Amps at 460 volts, 3 phase, 60 hz; (3) 20" Flex duct connections for air supply (1)/ return (2); Potential application examples: Tents, Computer rooms, Small office (2,000 sq. ft.), Moisture removal from wet buildings & materials (weather / temperature permitting). Setup time varies depending on duct installation, fabricating, wiring, etc2+ hours; 4/0 Cam-Lock type quick connect cable used for power termination to source.	
COMMENTS:		P4:	Dr - m	155	THE PARTY	
				166	and the second second	



		RESOURCE: AIR	CURTAIN BURNERS (	FIRE BOX-ABOVE GR	OUND, REFRACTORY	WALLED)	
CATEGORY:	Public Work	s and Engineering (ESF	#3)	k	Equipment	-	
	PABILITIES:	Түре І	TYPE II	Type III TYPE IV		Type V	Type VI
Component	Metric	S-327	S-321	S-220	S-217	S-116	S-111
Equipment	Tons/Hr	Dimensions: Overall L×W×H: 37'4"×11'10"×9'7" Firebox: 27'2"×8'5"×8'1" Weight: 50,000 lbs Avg. Thru-put: 6-10 tons/hr Engine: Perkins 1004.42 Fuel: Diesel, ≈ 3 gal/hr Unit is shipped completely assembled; transportable by drop- deck trailer	Dimensions: Overall L×W×H: 31'4"×11'10"×9'7" Firebox: 21'2"×8'5"×8'1" Weight: 46,000 lbs Avg. Thru-put: 5-8 tons/hr Engine: Perkins 1004.42 Fuel: Diesel, ≈ 3 gal/hr Unit is shipped completely assembled; transportable by drop- deck trailer	Dimensions: Overall L×W×H: 30'2"×8'6"×8'6" Firebox: 19'8"×6'2"×7'1" Weight: 33,500 lbs Avg. Thru-put: 3-6 tons/hr Engine: Perkins 404C Fuel: Diesel, ≈ 2.5 gal/hr Unit is shipped completely assembled transportable by flatbed or tilt bed tag trailer	Dimensions: Overall L×W×H: 27'×8'6"×8'6" Firebox: 16'5"×6'2"×7'1" Weight: 30,000 lbs Avg. Thru-put: 2-5 tons/hr Engine: Perkins 404C Fuel: Diesel, ≈ 2.5 gal/hr Unit is shipped completely assembled transportable by flatbed or tilt bed tag trailer	Dimensions: Overall L×W×H: $27' \times 7'5" \times 7'8"$ Firebox: $16' \times 5' \times 6'$ Weight: 26,000 lbs Avg. Thru-put: 1-4 tons/hr Engine: Perkins 404C Fuel: Diesel, $\approx 2.5$ gal/hr Unit is shipped completely assembled transportable by flatbed or tilt bed tag trailer	Dimensions: Overall L×W×H: 21'6"×7'5"×7'8" Firebox: 11'×5'×6' Weight: 21,300 lbs Avg. Thru-put: ½-2 tons/hr Engine: Perkins 404C Fuel: Diesel, ≈ 2.5 gal/hr Unit is shipped completely assembled transportable by flatbed or tilt bed tag trailer
		Application: Wood Waste Reduction & Animal Carcass Disposal (needs wood waste to support carcass combustion) On GSA Schedule	Application: Wood Waste Reduction & Animal Carcass Disposal (needs wood waste to support carcass combustion) On GSA Schedule	Application: Wood Waste Reduction & Animal Carcass Disposal (needs wood waste to support carcass combustion) On GSA Schedule	Application: Wood Waste Reduction & Animal Carcass Disposal (needs wood waste to support carcass combustion) On GSA Schedule	Application: Wood Waste Reduction & Small Animal Carcass Disposal (needs wood waste to support carcass combustion) On GSA Schedule	Application: Wood Waste Reduction & Small Animal Carcass Disposal (needs wood waste to support carcass combustion) On GSA Schedule
Comments:		S-300 Series (Type I & II)			Series	S-100	D Series e IV & V)

**FEMA** 

		RESOURC	E: AIR CURTAIN BURNER	s (Trench Burner, In-G	ROUND)	
CATEGORY:	1 Public Wo	orks and Engineering (ESF a	#3)	KIND: Equ	lipment	
	PABILITIES:	Түре І	Type II	TYPE III	ΤΥΡΕ Ιν	OTHER
Component	Metric	T-400	T-200	T-350		
Component Equipment	Metric Tons/HR	T-400 Dimensions: Overall L×W×H: 28'×8'1"×6'10" Pit or Trench: 40'×10'×12' Weight: 6,900 lbs Tongue: 1,400 lbs Avg. Thru-put: 5-8 tons/hr Engine: Kubota V3300E Fuel: Diesel, ~3 gal/hr Unit is dual-axle trailer- mounted; 2 5/8" ball hitch or pintle hitch; electric brakes Application: Wood Waste Reduction & Animal Carcass Disposal (needs wood waste to support carcass combustion) On GSA Schedule	T-200 Dimensions: Overall L×W×H: 28'×8'1"×6'10" Pit or Trench: 20'×10'×10' Weight: 4,900 lbs Tongue: 890 lbs Avg. Thru-put: 1-4 tons/hr Engine: Perkins 404C Fuel: Diesel, ≈ 2.5 gal/hr Unit is dual-axle trailer- mounted; 2 5/8" ball hitch or pintle hitch; electric brakes Application: Wood Waste Reduction & Animal Carcass Disposal (needs wood waste to support carcass combustion) On GSA Schedule	T-350 Dimensions: Overall L×W×H: 18'9"×8'2"×8'7" Pit or Trench: 35'×12'×12' Weight: 7,000 lbs Tongue: 1,200 lbs Avg. Thru-put: 4-7 tons/hr Engine: Perkins 1004.42 Fuel: Diesel, ≈ 3 gal/hr Unit is dual-axle trailer- mounted; 2 5/8" ball hitch or pintle hitch; electric brakes Application: Wood Waste Reduction & Animal Carcass Disposal (needs wood waste to support carcass combustion)		
		T-400 & T200 (Ty	pel&II)		T-350 (Type III)	



			RESOURCE: ALL 1	FERRAIN CRANES					
CATEGORY:	<b>EGORY:</b> Public Works and Engineering (ESF #3) KIND: Equipment; Personnel; Vehicle								
MINIMUM CA	PABILITIES:	TYPE I	Type II	Type III	TYPE IV	Other			
Component	Metric								
Equipment & Personnel	Tons	<b>210-175</b> Crane type with boom reach of 170 feet. With jib reaches to approx. 280 feet. Self- propelled/driven over the road. Operator furnished. Setup time minimal. Jib and counter-weight are transported by two tractor- trailers	50-120 Crane type with boom reach of 150 feet. With jib reaches to approx. 250 feet. Self- propelled/driven over the road. Operator furnished. Setup time minimal. Jib and counter-weight are transported by two tractor- trailers	110-90 Crane type with boom rear of 192 feet. With jib add approx. 30 feet. Self- propelled/driven over the road. Operator furnished. Setup time minimal. Jib a counter-weight are transported by two tractor- trailers	of 90 feet. With jib add approx. 30 feet. Self- propelled/driven over the road. Operator furnished. Setup time minimal				
Comments:	Check with your	local/State transportation and la	w enforcement organizations to c	letermine mobilization requir	rements.				



			RESOURCE: BA	CKHOE LOADER		
CATEGORY:	Public Works	s and Engineering (ESF #3)		KIND: Equ	uipment	
MINIMUM CAP	ABILITIES:	Түре I	Type II	TYPE III	TYPE IV	Other
Component	Metric					
Example		446B – Cat 3114T Diesel	420D – Cat 3054T Diesel	420D IT with Quick Coupler – Cat 3054T Diesel	416D – Cat 3054B Diesel, Gross Power	
Gross Power	kw/hp	82/110	66/88	66/88	58/77	
Operating Weight (max)	lbs	19,630	15,772	15,772	15,257	
Dig Depth Standard Stick	ft/in	14'5"	14′5″	14′5″	14′5″	
Extended Stick	ft/in	18'1"	18'1"	18'1"	18'1"	
Loading Height	ft/in	11'10"	11'10"	11'10"	11'10"	
Loading Reach	ft/in	5'8″	5'8"	5'8"	5'8″	
Bucket Capacity	yd <sup>3</sup>	1.25	1.25	1.25	1.25	
Dump Height (max angle)	ft/in	8'4"	8′4″	8'1"	8'4"	
Dump Reach (max angle)	ft/in	2'9"	2'9"	2'10"	2′9″	
Lift Capacity (full height)	lbs	6,385	6,385	(w/QC) 6,970	5,292	
Bucket Breakout Force	lbs	10,131	10,131	10,564	8,524	
Fuel Capacity	gal	34	34	34	34	



			RESOURCE: BAC	KHOE LOADER			
CATEGORY:	Public Works	and Engineering (ESF #3)		KIND:	Equ	ipment	
MINIMUM CAP	ABILITIES:	Type I	Type II	Type III		<b>Τ</b> ΥΡΕ <b>ΙΙ</b>	Other
Component	Metric						
COMMENTS:	Caterpillar is u	sed as an example only.					
	420 IT tools inc	clude the following:					
	Backhoe Wor	<u>k Tools</u> : Buckets – Standard, He	eavy Duty, Heavy Duty Rock, Hig	h Capacity, Coral, Ditch C	leaning	; Hydraulic Hammer; Vibratory P	late Compactor; Ripper.
			se, Multipurpose, Side Dump, Lig	ght Material, Penetration; L	oader	Forks; Material Handling Arm; Ar	ngle Blade; Broom; Rake;
	Asphalt Cutter;	; Bale Spear.				の推測す	
		10 10			10	S Hitter	
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	100			Sec. The	Cherry		the second second
	446B	420D		420D IT		416 D	



			SOURCE: CHILLERS	& AIR HANDLERS (50	0 Ton to 50 Ton)		
CATEGORY:	Public Works	s and Engineering (ESI	F #3)		KIND: Equipment		
MINIMUM CA	PABILITIES:	TYPE I	TYPE II	Type III	TYPE IV	TYPE V	Type VI
Component	Metric						
Equipment	Ton	500/450 Ton Chiller Caterpillar/York 450/500 Ton Air Cooled Chiller; Built-in pump delivering 330- 1600 gpm (gallons per minute); Will operate in series or parallel operation w/multiple units; 8" flanged water fittings on exterior; Weight: 50,000 lbs; Trailer mounted (semitractor) dimensions: 40' Long x 8'.5" Wide x 13'.5" Tall; Power requirements: 800-980 Amps at 460 volts, 3 phase, 60 hz; Temporary quick connect chilled water hose available with unit for tie in to chilled water system; Potential application examples: Single or multiple units for Computer centers, High-rise buildings, Heavy manufacturing, Airports, Universities. Setup time varies depending on hose installation, water filling, fabricating, etc4+ hours; 4/0 Cam-Lock type quick connect cable used for power termination to source	<b>300 Ton Chiller</b> Caterpillar/York 300 Ton Air Cooled Chiller; Built-in pump(s) delivering 250-800 gpm; 6" flanged water fittings on exterior; Weight: 33,000 lbs; Trailer mounted (semitractor) dimensions: 30' Long x 8' Wide x 13'.5" Tall; Power requirements: 600-700 Amps at 460 volts, 3 phase, 60 hz; Temporary quick connect chilled water hose available with unit for tie in to chilled water system; Potential application examples: Single or multiple units for Office buildings, Multi-story buildings, Schools, Temporary structures, Retail stores. Setup time varies depending on hose installation, water filling, fabricating, etc3+ hours; 4/0 Cam-Lock type quick connect cable used for power termination to source	150 Ton Chiller Caterpillar/York 150 Ton Air Cooled Chiller; Built-in pumps delivering 250-700 gpm; 6" flanged water fittings on exterior; Weight: 31,000 lbs; Trailer mounted (semitractor) dimensions: 20/30' Long x 8' Wide x 12'.5" Tall; Power requirements: 329-400 Amps at 460 volts, 3 phase, 60 hz; Temporary quick connect chilled water hose available with unit for tie in to chilled water system; Potential application examples: Single or multiple units for Medium office buildings, Libraries, Hotels/motels, Condominiums, Retail stores. Setup time varies depending on hose installation, water filling, fabricating, etc2+ hours; 4/0 Cam-Lock type quick connect cable used for power termination to source	50 Ton Chiller Caterpillar/York 50 Ton Air Cooled Chiller; Built-in pump delivering 75-200 gpm; 4" quick connect water fittings on exterior; Weight: 5,500 lbs.; Skid mounted w/ forklift pockets (8,000 lb. lift recommended) dimensions: 12' Long x 7'.5" Wide x 8'.5" Tall; Power requirements: 125 Amps at 460 volts, 3 phase, 60 hz; Temporary quick connect chilled water hose available with unit for tie in to chilled water system. Potential application examples: Single or multiple units for Small office buildings, Tent/shelter cooling, Small-medium retail stores. Setup time varies depending on hose installation, water filling, fabricating, etc2+ hours; 4/0 Cam-Lock type quick connect cable used for power termination to source	Custom Rental Air Handling Units: 50, 75, & 100 Tons For delivering cold air with use of any chiller, 5,000-30,000 cfm depending on unit; 20" diameter flex duct inlets/outlets for air distribution supply/return; 4/0 Cam-Lock type quick connect cable used for power termination to source; Call for power requirements and sizing; Potential application examples: Single or multiple units for buildings w/out HVAC systems, Tent/shelter cooling, etc Setup time varies on application 1-2 hours each	



		Re	SOURCE: CHILLERS	& AIR HANDLERS (500		о 50 Том)		
CATEGORY:	Public Works	and Engineering (ES	F #3)	ł	KIND:	Equipment		
MINIMUM CA	PABILITIES:	Type I	TYPE II	Type III	Түре IV Түре V		Type V	Type VI
Component	Metric							
Comments:	source for filling cl	hilled water system. Temp dlers require use of chillers		4/0 power cable available for				r and ship. Need fresh water Temp Chillers and Cooling Towers
	500/450	) Ton	300 Ton	150 Ton		50 1	ſon	Custom Rental Air Handling Unit



		RESOURCE: C	ONCRETE CUTTER/MUL	TI-PROCESSOR FOR HYDR	AULIC EXCAVATOR	
CATEGORY:	Public Work	s and Engineering		KIND:	Equipment	
MINIMUM CA	PABILITIES:	ΤΥΡΕ Ι	Type II	Type III	TYPE IV	Other
Component	Metric	MP40 CC (Largest)	MP30 CC	MP20 CC	MP15 CC (smallest)	
Jaw Opening	Inches	50.4	38.4	32	26	
Jaw Depth	Inches	43.3	35	31	26	
Force at Tooth Tip	Short Ton	168	140	107	79	
Force Primary Blade Center	Short Ton	494	460	337	247	
Weight of Jaw	Pounds	4,850	7,935	5,730	3,970	
Weight With housing	Pounds	12,785	20.5	18	16	
Cutter Length	Inches	23.6	110.2	95	87	
Length	Inches	137.8	208	157	112	
Force At Cutting Tip	Short Ton	247	2,865	2,205	1,430	
Max Op Pres Hyd. Cylinder	Pressure Per Square Inch	5,075	5,075	5,075	5,075	
Maximum Oil flow Cylinder	Gallons Per Minute	106	79	53	40	
Maximum Oil flow Cylinder	Cycle - Seconds	7.5	6.5	6	5	
Maximum Operating Pressure Rotator	Pressure Per Square Inch	2,030	2,030	2,030	2,030	
Maximum Oil Flow Rotator	Gallons per minute	22	11	11	11	



CATEGORY:	Public Work	s and Engineering		KIND:	KIND: Equipment			
MINIMUM CAPABILITIES:		Type I	TYPE II	Type III	Type IV	Other		
Component	Metric	MP40 CC (Largest)	MP30 CC	MP20 CC	MP15 CC (smallest)			
For Use on		375, 375 L	345B L Series II	322C L, 325C L	321 B LCR, 322C			
Models		Hydraulic	Hydraulic	Hydraulic	L Hydraulic			
		Excavators	Excavators	Excavators	Excavators			



			RESOURCE: CRA	WLER CRA	NES			
CATEGORY:	Public Works	and Engineering (ESF #3)		KIND: Equipment; Personnel; Vehicle				
MINIMUM CA	PABILITIES:	Туре І Туре ІІ		T	YPE III		Type IV	Other
Component	Metric							
Equipment & Personnel	Tons	200 (Manitowoc 777) with a boom reach of 300 feet Operator with one (1) oiler/rigger. Requires nine (9) tractor- trailers to mobilize & demobilize. Setup time six (6) hours.	100 (Manitowoc 222) with a boom reach of 300 feet Operator with one (1) oiler/rigger. Requires four (4) tractor- trailers to mobilize & demobilize. Setup time four (4) hours.	80 (Manitowocc reach of 300 with one (1) Requires fo trailers to m demobilize. (2) hours.	oiler/rigger. ur (4) tractor obilize &	tor -		
Comments:	Check with your I	ocal/State transportation and law	enforcement organization to dete	ermine mobiliz	ation require	ements.		



		Res	OURCE: DEBRIS MANAGE	MENT MONITORING	TEAM		
CATEGORY:	Public Works	and Engineering (ESF #3)		KIND:	Tear	m; Personnel	
MINIMUM CAP	ABILITIES:	Түре І	ΤΥΡΕ ΙΙ	TYPE III		ΤΥΡΕ Ιν	Other
Component	Metric						
Services	Annual	General Manager (GM)	Project Manager (PM)				
Services	Annual Contracts; Per Unit; Hourly; Lump Sum	General Manager (GM) GM responsibility would include overall coordination with all levels of government and other ESFs; Knowledge of the Federal Response Plan and Federal response and recovery procedures related to debris management; Site monitoring of health and safety requirement in meeting local, State, or Federal standards during any and all parts of the recovery process whether from manmade or natural occurrences; Appropriate standards for the debris processing and disposal to successfully complete the recovery process of an event; Ability to manage and oversee owner's current debris removal operations plan; Highest trained in debris monitoring management and recovery operations; Highest experience level in meeting Federal record keeping requirements and processing procedures; Highest knowledge in managing multiple service levels of manmade and or natural disasters; Financial capabilities to manage progressive monitoring processes; Required and	Project Manager (PM) PM responsibility would include overall management of all taskings under the project to include removal, reduction and disposal/salvage operations. Monitors changes in the scope of original assignment, cost estimates, coordinating the procurement process, scheduling, tracking of funds, and reporting all elements of work progress; Knowledge of the Federal Response Plan and Federal response and recovery procedures related to debris management; Monitors and assures that health and safety procedures and requirements meet local, State, or Federal standards during any and all parts of the recovery process whether from manmade or natural occurrences; Monitors the compliance of debris processing and disposal to successfully complete the recovery process of an event; Ability to manage and oversee owner's current debris removal operations plan; Highest trained in debris project management and recovery operations; Highest experience level in meeting Federal record keeping				



		Res	OURCE: DEBRIS MANAGE	MENT MONITORING	ТЕАМ		
CATEGORY:	Public Works	and Engineering (ESF #3)		KIND:		n; Personnel	
MINIMUM CAP	ABILITIES:	Түре І	ΤΥΡΕ ΙΙ	TYPE III		<b>Τ</b> ΥΡΕ <b>ΙV</b>	Other
Component	Metric						
		necessary liability coverage for all aspects of operation; Highest ability to manage work programs and personnel safely, with the highest regard to safety and applicable regulations protecting employees of the company and community; Highest capabilities to recruit support staffing within acceptable timeframe	requirements and processing procedures; Highest ability to manage work programs and personnel safely, with the highest regard to safety and applicable regulations protecting employees of the company and community				
Equipment		Ability to supply, support, and maintain an inventory of varying equipment specialties in assisting the handling of all aspects of monitoring for health and safety of personnel involved with recovery operations	Ability to support and maintain an inventory of varying equipment specialties in assisting the handling of all aspects of monitoring the health and safety of personnel involved with recovery operations				
Personnel		The highest trained and experienced in the field of debris management procedures; Very good communication skills and the ability to effectively brief high level officials; Highest capability to train and manage assisting resources; Highest ability to comply with all local, State, Federal authority, and OSHA regulations to which services are being applied; No use restriction as it relates to assignment; Fully mobilized and fully equipped; Permanently assigned to completion of task on rotation, 30/3	Trained and experienced in the field of debris management procedures; Very good communication skills; Highest capability to manage assisting resources; General understanding of equipment leasing contracts, various type of equipment, and unit price contracts. Highest ability to comply with all local, State, Federal authority, and OSHA regulations to which services are being applied; No use restriction as it relates to assignment; Fully mobilized and fully equipped; Have an engineering background with a background in site				

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		Res	OURCE: DEBRIS MANAGE	MENT MONITORING	ТЕАМ	
CATEGORY:	Public Works	and Engineering (ESF #3)		KIND:	Team; Personnel	
MINIMUM CAP	ABILITIES:	Type I	TYPE II	Type III	ΤΥΡΕ Ιν	Other
Component	Metric					
			development and proven skills in the field of construction; Permanently assigned to completion of task on rotation, 30/3			
COMMENTS:						



		Resource:	DEBRIS MANAGEME	ENT SITE REDUCTION	Теам	
CATEGORY: P	ublic Works	and Engineering (ESF #3)		KIND:	Team	
	BILITIES:	Түре І	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other
Component	Metric					
Storage Area Capabilities		Ability to establish lined temporary storage areas for ash, household hazardous waste, fuels, and other materials that can contaminate soils, runoff, or ground water				
Control Capabilities		Ability to establish traffic control, dust control, erosion control, fire protection, on-site roadway maintenance, and safety measures				
Debris Reduction		Ability to burn debris through air curtain incineration; Use of tub grinders to reduce disaster debris waste, and other source reduction applications to be site/disaster-specific				
Sorting and Stockpiling		Ability to sort and stack debris at the site				
Disposal		Ability to dispose nonburnable debris and ash residue				
Clearance		Ability to clear site of all debris				
Equipment		Ability to supply, support, and maintain an inventory of varying equipment specialties to facilitate and coordinate the removal, collection, and disposal of debris				
Personnel		Trained and experienced in the field of debris management procedures; Understanding of equipment leasing contracts, various types of equipment, and unit price contracts; Ability to comply with Federal, State, and local authority, and OSHA regulations to which services are being applied; Ability to be fully mobilized and equipped;				



		RESOURCE:	DEBRIS MANAGEME	ENT SITE REDUCTION TE	AM	
CATEGORY:	Public Works	and Engineering (ESF #3)		KIND: Tea	am	
MINIMUM CAF	ABILITIES:	Түре І	TYPE II	TYPE III	Type IV	Other
Component	Metric					
		Engineering background with a background in site development and proven skills in construction; Knowledge of soil and water sampling and other environmental impacts; Knowledge and ability to ensure environmental justice protocols are upheld; Knowledge and expertise to perform varying debris reduction separation techniques, including, at minimum, 4 categories: woody vegetative debris, construction or building rubble, hazardous materials, and recyclable materials (e.g., aluminum, cast iron, steel, or household white goods or appliances); Appropriate education and training in managing inspection stations located at such debris reduction sites, recycling locations, or temporary debris staging reduction sites				
Comments:	personnel, a	agement Site Reduction Teams should pand to maintain operations for an indefinite bact specifics of the disaster.	possess the experience a period of time. As only c	nd financial capabilities to suppose the makeup of the De	port equipment, disaster debris wa bris Management Site Reduction T	ste reduction capabilities, and eam will be dependent on the



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			RESOURCE: DEBRIS N	ANAGEMENT TEAM		
CATEGORY:	Public Works	and Engineering (ESF #3)		KIND: Tear	m	
	PABILITIES:	Түре І	TYPE II	TYPE III	Type IV	Other
Component	Metric	1				
		48 hours—75%, 72 hours— 100%; Debris removal will commence following the first 24 hours	48 hours—50%, 72 hours— 75%, 96 hours—100%; Debris removal will commence following the first 24-36 hours	support staffing within acceptable timeframe; Mobilization timeframe: 36 hours—25%, 48 hours— 50%, 72 hours—75%, 96 hours—100%; Debris removal will commence following the first 24-36 hours		
Equipment		Ability to supply, support, and maintain an inventory of varying equipment specialties in handling all aspects of disaster recovery	Ability to supply, support, and maintain an inventory of varying equipment specialties in handling all aspects of disaster recovery	Utilization of all available community support equipment; Ability to supply, support, and maintain additional inventory of varying equipment specialties in handling all aspects of disaster recovery		
Personnel		The highest trained and experienced in the field of debris management and recovery; Sufficient quantity of personnel to support all required services; Highest capability to train assisting resources; Highest ability to comply with OSHA regulations to which services are being applied; No use restriction as it relates to assignment; Fully mobilized and fully equipped; Permanently assigned to completion of task	The highest trained and experienced in the field of debris management and recovery; Sufficient quantity of personnel to support all required services; Highest capability to train assisting resources; Highest ability to comply with OSHA regulations to which services are being applied; No use restriction as it relates to assignment; Fully mobilized and fully equipped; Permanently assigned to completion of task	The highest trained and experienced in the field of debris management and recovery; Sufficient quantity of personnel to support all required services; Interacting available community management resources at all levels and managing their performance; Highest capability to train all assisting resources; Highest ability to comply with OSHA regulations to which services are being applied; No use restriction as it relates to assignment; Fully mobilized and fully equipped; Permanently assigned to completion of task		



			RESOURCE: DISASTER	ASSESSMENT TEAM		
CATEGORY: P	ublic Works	and Engineering (ESF #3)		KIND:	Team	
MINIMUM CAPAB	ILITIES:	Түре І	Type II	TYPE III	Type IV	Other
Component	Metric	1				
Team Personnel		Institutional Services Manager	Assessment Director	Assessment Team Leade	r	
Description		Responsible for seeing that the building is safe, damage to the building is evaluated, and measures are formulated and implemented to remedy or correct problems; Upon notification of a problem, establishes that no threat exists to personnel safety, secures the affected area and/or building, and alerts Assessment Director; Establishes priorities for facility repairs, and follows the progress of repairs once begun	Organizes and manages the process by which damage is evaluated; Responsible for notifying and instructing Assessment Team Leaders, and enlisting the assistance of in-house or outside experts/resource people as required; Evaluates findings and recommendations, and contacts the Recovery Director with recovery recommendations	Selects and assembles the team members and directs their operations; Instructs t team on what to do and ho to do it, including methods inspection and sampling, assessing damaged materi and documenting the process; Monitors the damage investigation, reporting recommendations to the Assessment Director	he w of ial, S	
Training or Requirements		Must be multidisciplinary and familiar with health personnel, engineering specialists, logisticians, environmental experts, and communications specialists; Must also be able to record observations and decisions made by the team, photograph and record disaster site damage, and investigate where damage exists; Able to analyze the significance of affected infrastructure, estimate the extent of damages, and establish initial priorities for recovery	Must be multidisciplinary and familiar with health personnel, engineering specialists, logisticians, environmental experts, and communications specialists; Must also be able to record observations and decisions made by the team, photograph and record disaster site damage, and investigate where damage exists; Able to analyze the significance of affected infrastructure, estimate the extent of damages, and establish initial priorities for recovery	Must be multidisciplinary at familiar with health personnel, engineering specialists, logisticians, environmental experts, and communications specialists Must also be able to record observations and decisions made by the team, photograph and record disaster site damage, and investigate where damage exists; Able to analyze the significance of affected infrastructure, estimate the extent of damages, and establish initial priorities for recovery	1 5; 1 5	
Crew Availability		Incident Specific and Site Specific	Incident Specific and Site Specific	Incident Specific and Site Specific		



	RESOURCE: DISASTER ASSESSMENT TEAM							
CATEGORY:	Public Works	ublic Works and Engineering (ESF #3) KIND: Team						
MINIMUM CAP	ABILITIES:	Түре І	TYPE II	Type III	TYPE IV	Other		
Component	Metric							
COMMENTS:					tion; however, the team possesse			
	types/roles. The team members should be equipped with their own laptops, cell phones, and vehicles, and should be able to stay based on severity of incident (i.e., "Site-							
	Specific" and	d "Incident-Specific"). Team size	, expertise, and functional require	ements will be determined at the	disaster location.			



			RESOURCE: DISASTE	R RECOVERY TEAM		
CATEGORY: Pub	lic Works	and Engineering (ESF #3)		KIND: Tea	m	
MINIMUM CAPABIL	ITIES:	Түре І	Type II	TYPE III	TYPE IV	OTHER
Component	Metric					
Team Personnel		Recovery Director	Recovery Secretary	Conservator	Recovery Team Leader	
Description		Organizes and manages the recovery process; Sets priorities based on information received from the Assessment Director, and assigns recovery teams, reports on progress, actions taken, problems encountered, and future risks; In many cases, the Assessment Director and Recovery Director may be the same person	Keeps a record of all purchases and orders placed, assists in coordinating requests for materials, information, and provides other assistance; This position will require immediate access to a telephone	Works with the Recovery Director to advise on recovery priorities concerning collections and materials, and recommends appropriate techniques and procedures; Assists in choosing and locating supplies, equipment, and services necessary for recovery; In many cases, the Conservator and Recovery Director may be the same person	Appoints team members, instructs the team on what they will be doing and how they will do it; Monitors the recovery process, and updates the Recovery Director	
Training or Requirements		Must be multidisciplinary and familiar with health personnel, engineering specialists, logisticians, environmental experts, and communications specialists; Must also be able to record observations and decisions made by the team, photograph and record disaster site damage, and investigate where damage exists; Able to analyze the significance of affected infrastructure, estimate the extent of damages, and establish initial priorities for recovery	Must be multidisciplinary and familiar with health personnel, engineering specialists, logisticians, environmental experts, and communications specialists; Must also be able to record observations and decisions made by the team, photograph and record disaster site damage, and investigate where damage exists; Able to analyze the significance of affected infrastructure, estimate the extent of damages, and establish initial priorities for recovery	Must be multidisciplinary and familiar with health personnel, engineering specialists, logisticians, environmental experts, and communications specialists; Must also be able to record observations and decisions made by the team, photograph and record disaster site damage, and investigate where damage exists; Able to analyze the significance of affected infrastructure, estimate the extent of damages, and establish initial priorities for recovery	Must be multidisciplinary and familiar with health personnel, engineering specialists, logisticians, environmental experts, and communications specialists; Must also be able to record observations and decisions made by the team, photograph and record disaster site damage, and investigate where damage exists; Able to analyze the significance of affected infrastructure, estimate the extent of damages, and establish initial priorities for recovery	
Crew Availability		Incident Specific and Site Specific				
Comments:	types/role	only one type of <u>Disaster Recover</u> es. The team members should be and "Incident-Specific"). Team s	ery Team because it is a special e equipped with their own laptops	y and based on level of devastat , cell phones, and vehicles, and	ion; however, the team possesse should be able to stay based on s	



		Res	OURCE: DUMP TRAILER	ONE TYPE/EXAMPLE O	NLY)	
CATEGORY:	Public Works	and Engineering (ESF #3)			Equipment	
MINIMUM CAP	ABILITIES:	Түре І	TYPE II	Type III	ΤΥΡΕ Ιν	OTHER
Component	Metric					
Example		DYNAHAULER/DT Dump Trailer				
Length	ft	24-40				
Side Height	ft	54-72				
Overall Height Variable (max)	ft/in	13'6"				
Gate Height	ft	54-72				
Tire to End of Floor	in	4				
King Pin to Front of Trailer	in	18+				
Center of Hinge Pin to End of Floor	in	6				
Side Panels	in	3/16				
Side Panels PSI (min yield)	lbs	175,000				
Bulkhead	in	3/16				
Bulkhead PSI (min yield)	lbs	175,000				
Dog Box	in	3/16				
Dog Box PSI (min yield)	lbs	175,000				
Floor	in	5/16				
Floor PSI (min yield)	lbs	175,000				
Top Rail	in x in	4 x 4				
Vertical Side Posts	in	on 24 centers				
Rear Posts	in x in	4 x 4				
Understructure I-Beam Crossmembers	lbs/ft on in	7.7 on 12 centers				
Understructure Longitudinals	in x in x in	6 x 6 x 3/8				



		Res	OURCE: DUMP TRAILER	ONE TYPE/EXAMPLE	ONLY)		
CATEGORY:	Public Works	and Engineering (ESF #3)		KIND:	Equipm	nent	
MINIMUM CAP		Type I	TYPE II	TYPE III		TYPE IV	Other
Component	Metric						
Tailgate	in	1/4					
Tailgate PSI (min yield)	lbs	175,000					
Dana' D22	lbs/in round	25,000/5					
Brakes (with ABS 4S2M)	in x in	16 x 7					
Frame Depth	in	16					
Frame Wide	lbs/ft	31					
Flange Beam							
Suspension	lbs	60,000					
Landing Gear	in	7/8					
King Pin Plate	in	3/8					
Wheels		24.5 x 8.25					
Tires		11R24.5, 14 ply ne type of dump trailer. It will hav					
	DYNAHAULER	/DT dump trailer is used only as a	an example.				



			RESOURCE: DUMP TRUE	CK-OFF ROAD			
CATEGORY: Pu	ublic Works and	Engineering (ESF #3)		KIND:	Equipmer	nt	
MINIMUM CAPAB	ILITIES:	TYPE I	Түре ІІ	TYPE III		TYPE IV	Other
Component	Metric	1					
Example		(Caterpillar Off-Highway) 769D Caterpillar 3408E engine	(Caterpillar Quarry) 771D Caterpillar 3408E engine				
Gross Power	kw/hp	386/518	386/518				
Flywheel Power	kw/hp	363/487	363/487				
Net Power	kw/hp	363/486	363/487				
Maximum Torque	N/m/1,618 lb ft	2,194	2m186				
Gross Machine Weight	kg/lbs	71,400/157,000	75,700/166,500				
Operating (Empty) Weight	kg/lbs	11,100/24,471.28					
Chassis Weight	kg/lbs		23,000/50,600				
Body Weight	kg/lbs		10,350/23,000				
SAE Capacity	m³/yd³	17/22.24 to 24.2/31.7	27.5/36				
Payload Capacity	tonnes/tons	36.4/40 to 36.58/40	41/45				
Transmission (Forward 1 to 6)	kph/mph	12.6/7.8 to 77.7/48.3	12.6/7.8 to 57.3/35.6				
Transmission (Reverse)	kph/mph	16.6/10.3	16.6/10.3				
Fuel Tank	L/gal	530/140	530/140				
Cooling System	L/gal	113.5/30	113.5/30				
Crankcase	L/gal	45/12	45/12				
Differentials and Final Drives	L/gal	83/22	83/22				
Steering Tank	L/gal	34/9	34/9				
Steering System with Tank	L/gal	56/15	56/15				
Brake Hoist with Tank	L/gal	277/73	277/73				
Torque Converter and Transmission with Sump	L/gal	72/19	72/19				
Inside Body Length	mm/in	5,275/207.68	5,275/207.68				



CATEGORY: P	ublic Works a	nd Engineering (ESF #3)		KIND:	Equipment		
	BILITIES:	Түре І	TYPE II	TYPE III	T	(PE IV	Other
Component	Metric						
Overall Length	mm/in	8,039/316.5	8,039/316.5				
Wheelcase	mm/in	3,713/146.18	3,713/146.18				
Ground Clearance	mm/in	627/24.68	627/24.68				
Loading Height (Empty)	mm/in	3,143/123.74	3,143/123.74				
Operating Width	mm/in	5,069/199.57	5,069/199.57				
Centerline Front Tire Width	mm/in	3,102/122.13	3,102/122.13				
Front Canopy Height	mm/in	3,952/155.59	3,952/155.59				
Tires		Standard: 18.00-R33 (E4)	Standard: 18.00-R33 (E4)				
		s used only for example purposes					



			RESOURCE: DUMP	TRUCK-ON ROAD		
CATEGORY:	Public Works	and Engineering (ESF #3)		KIND: Equ	iipment	
MINIMUM CA	PABILITIES:	TYPE I	Type II	TYPE III	Type IV	Other
Component	Metric					
Equipment		Triple Axle	Tandem Axle	Single Axle		
		DOT Class 8; GVW rating 80,000; Capacities 16-20 yards of aggregate material and demolition debris; Diesel powered with choice of Manual or Automatic Transmission; Air Brakes; Limited off-road service; Medium to long haul; Wide turning radius; CDL license required	DOT Class 8; GVW rating 60,000; Capacities 10-14 yards of aggregate material and demolition debris; Diesel powered with choice of Manual or Automatic Transmission; Air Brakes; Limited off-road service; Medium to long haul; Wide turning radius; CDL license required	DOT Class 7; GVW rating 32,000; Capacities 5-8 yards of aggregate material and demolition debris; Diesel or gas powered with choice of Manual or Automatic Transmission; Air or Hydraulic Brakes; Limited off- road service; Short to medium haul; Short turning radius; CDL license required		
Comments:						



		Resource	E: ELECTRICAL POWER R	RESTORATION TEAM (EX	AMPLE)	
<b>C</b> ATEGORY:	Public Works	and Engineering (ESF #3)		KIND: Tea	am	
MINIMUM CA	PABILITIES:	Type I	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other
Component	Metric					
Personnel		<ul> <li>5 overhead (2 person) crews with material handlers</li> <li>1 overhead (2 person) crew</li> <li>2 designers</li> <li>1 team leader</li> <li>1 safety specialist</li> <li>Fleet services support</li> </ul>				
Equipment		<ul> <li>Digger derrick/pole trailer</li> <li>Auxiliary bucket (material handler or 36' bucket)</li> </ul>				
COMMENTS:	experience and fi	Restoration Teams coordinate ar nancial capabilities to support equi uipment deployment. The above to	oment and personnel, and to ma	aintain operations for an indefin		



		F	ESOURCE: ENGINI	EERING SERVICES		
CATEGORY:	Public Work	s and Engineering (ESF #3)		KIND: S	Services	
	ABILITIES:	Туре І	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other
Component	Metric					
Damage Assessment Capability		Ability to determine the safety of buildings for occupancy purposes per the Applied Technology Council ATC-20 criteria; Ability to evaluate buildings using the ATC-20 Rapid Evaluation Safety Assessment Form; Ability to evaluate buildings using the ATC-20 Detailed Evaluation Safety Assessment Form; Ability to support the need for an owner-provided Engineering Evaluation; Ability to evaluate safety of transportation structures per Federal Highway Administration Damage Assessment procedures and forms; Ability to evaluate damage for Stafford Act cost recovery purposes	Damage Assessment Capability			
Support		Ability to support USAR teams, debris management, HazMat evaluation, traffic management, utility restoration, and water and wastewater quality evaluations	Support			
Training		Knowledge of the ATC-20 criteria, Stafford Act cost recovery procedures, and Federal Highway Damage Assessment procedures; Extensive backgrounds in chemical, civil, electrical, and mechanical engineering, as appropriate	Training			
Comments:	tasks, prover State, Territo	services encompass small firms to large r successes, and licensed, must have work rial, Tribal, and local agencies (and familiar igineering services based on "Incident-Spe	ed with public sector, an with their requirements?	d must be familiar with the Sta for recording purposes. Eng	afford Act, the Federal Highway Adi ineering Services is one type based	ministration, and other Federal, d on the need to create the



		Resourc	E: FLAT BED TRAILER TR	UCK (ONE TYPE/EXAM	IPLE ONLY)	
CATEGORY: P	ublic Works	and Engineering (ESF #3)			Equipment	
	BILITIES:	Түре І	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other
Component	Metric					
Equipment		Example Only				
Trailer Length	ft	18				
Bed	in	96				
Slope	ft	2				
Axles	lbs	6,000				
GVWR		12,000				
Ramp with Adjustable Height Pintle	in	60				
Ground Clearance	in	56				
Weight	tons	6 to 25				
Transport	tons	25 to 100				
Air Operated Breaks	in x in	16.5 x 7				
Wide Spread	in	122				
Marker Lights Per Side		5				
Stop, Tail, and Turn Lights Per Side/Rear		3				
COMMENTS:		e type because of the generality on example.	f the flat bed trailer; however, the	capacity and hauling funct	ion of the trailer will vary with differing	length and configurations. The
			ATTRACTOR AND			



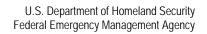
			RESOURCE: G	ENERATORS				
CATEGORY:	Public Works	and Engineering (ESF #	3)	KIND	: Equ	uipment		
	PABILITIES:	Type I	Type II	Type III	•	Type I	V	Type V
Component	Metric							
Equipment	KW	XO2000 2000 kW Generator; Sound attenuated; Trailer mounted (semi tractor); Up to 3015 Amps@ 480 Volts, 3 Phase 60 Hz; Dry weight 89,000 lb Fuel tank capacity 1250 Gallons; Dimensions 40' Long x 8' Wide x 13'.5" Tall Potential application example—Single or multiple units for: Power plants, heavy industrial facility, high rise buildings; Setup time (cables from generator to main power fee estimated at 5+ hours)	<ul> <li>attenuated; Trailer mounted (semi tractor); Up to 2260</li> <li>Amps@ 480 Volts, 3 Phase,</li> <li>60 Hz; Dry weight 59,000 lbs; Fuel tank capacity 1250</li> <li>Gallons; Dimensions 40'</li> <li>Long x 8' Wide x 13'.5" Tall; Potential application</li> <li>example—Single or multiple units for: Universities,</li> <li>hospitals, medium to large manufacturing facility; Setup time (cables from</li> </ul>	XQ600 600 kW Generator; S attenuated; Trailer m (semi tractor); Up to Amps@ 208 Volts, 3 60 Hz / up to 902 An 480 Volts 3 Phase, 6 Dry weight 37,000 lb tank capacity 660 Ga Dimensions 40' Long Wide x 13'.5" Tall; Potential application examples: Retail sto HVAC system power story/buildings; light manufacturing, aparl buildings; Setup time from generator to ma power feed estimate hours)	vounted 2080 3 Phase, nps@ 50 Hz; s; Fuel allons; g x 8' res, r, multi- tment e (cables ain	XQ400 400 kW Generator attenuated; Trailer (pull behind); Mult distribution panel; Amps @ 208 Volts 60 Hz/up to 602 A Volts 3 Phase, 60 weight 16,800 lbs; capacity 470 Gallc Dimensions 23' Lo Wide x 11' Tall; Potential applicatii example: Large of building, public sc libraries, and com equipment. Setup time (cables generator to main estimated at 2+ bo	r mounted i-voltage Up to 1390 s, 3 Phase, mps@ 480 Hz; Dry Fuel tank ons; ong x 8'.5" on fice hools, munication s from power feed	XQ125 125 kW Generator; Sound attenuated; Trailer mounted (pull behind); Multi-voltage distribution panel; Up to 433 Amps@ 208 Volts, 3 Phase, 60 Hz / up to 188 Amps @ 480 Volts 3 Phase, 60 Hz; Dry weight 10,610 lbs; Fuel tank capacity 223 Gallons; Dimensions 18'.5" Long x 6'.5" Wide x 9' Tall; Potential application example: Small office building, emergency mobile trailers & operations, restaurants. Setup time (cables from generator to main power feed estimated at 1 hour)
COMMENTS:			consumption is estimated at 7% of th are available for hookup and monito	ne kW usage (example		sumption on a 100 kV	V Generator	operating at full load is
			iel vendors available. Power distribu					
		XQ2000	XQ1500		XQ600-			XQ125



			RESOURCE: G	ENERATORS		
<b>CATEGORY:</b>	Public Works	and Engineering (ESF #3)		KIND:	Equipment	
MINIMUM CA	PABILITIES:	Type I	TYPE II	Type III	Type IV	Type V
Component	Metric					
		Privaced com 100 APT	CAT CAT Variable	ern ert abovn with er wits pinte klich.	For the second s	
			CAT CAT			



		RESOURCE: HYDRAU	ILIC EXCAVATOR (LARGE N	ASS EXCAVATION 13 C	CY TO 3 CY BUCKET	rs)
CATEGORY:	Public Works	and Engineering (ESF #3)	<b>`</b>		quipment	
MINIMUM CA	PABILITIES:	ΤΥΡΕΙ	Туре ІІ	TYPE III	Type	V Other
Component	Metric					
Equipment	Cubic Yard	<b>5130B ME</b> Net HP (800); Operating Weight-Std. (399000 lb); Bucket Capacity-HDR (13.7 yd3); Max. Digging Depth (27.6 ft); Max. Reach at Ground Level (48.9 ft); Max. Dump Height (29.8 ft); Max. Drawbar Pull (196000); Fuel Tank (987 gal); Overall Width (21.7 ft); Height To Top Of Cab (21.4 ft); Track Length- Std. (23.8 ft) Mining Machine	<b>385B–L</b> Net HP (513); Operating Weight-Std. (183940 lb); Operating Weight-Long (L) Undercarriage (189770 lb); Bucket Capacities-HDR (2.5 yd3) - General Purpose GP (5.5 yd3); Max. Drawbar Pull (132810); Fuel Tank (328 gal); Max. Digging Depth (38.7 ft); Max. Reach at Ground Level (56.11 ft); Max. Dump Height (37.11 ft); Minimum Loading Height (11.1 ft); Overall Width (12.7 ft); Height To Top Of Cab (12 ft); Track Length-Std. (19.2 ft)	<b>375–L, 365B–L Series II</b> In respective order of size; Net HP (428-404); Operating Weight-Std. (173100 lb-149000 lb); Operating Weight-Long (L) Undercarriage (179800 lb- 150200 lb); Bucket Capacities-HDR (2.5 yd3- 1.6 yd3) - General Purpose GP (5 yd3); Max. Drawbar Pull (126300 - 103820); Fue Tank (261gal211 gal); Max. Digging Depth (37.7ft- 31 ft); Max. Reach at Ground Level (52ft-46 ft); Max. Dump Height (33.11ft- 30 ft); Overall Width (13.6ft- 11.6ft); Height To Top Of Cab (12.2ft-11.11ft); Track Length-Std. (20.10 ft-19.3ft]	e el - t-	
COMMENTS:	To better match I trailer.	bucket needs to material condition	ns, contact dealer and or owner. T	he reference to "L" means Lo	ong Undercarriage. Mo	bilization may require more than one truck-
		5130B	385B & L	375	5 & L	365B L Series II





	RESOURCE: HYDRAUL	C EXCAVATOR (MEDIUM	MASS EXCAVATION 4 CY	TO 1.75 CY BUCKETS)	
Public Works	and Engineering (ESF #3)	•	KIND: E	quipment	
PABILITIES:	Түре І	TYPE II	TYPE III	Type IV	Other
Metric					
Cubic Yard	345B L Series II Net HP (321); Operating Weight-Long Undercarriage (111180 lb for UHD—97940lb); Bucket Capacity-HDR (3 yd3); Bucket Capacities General Purpose GP (4 yd3); Max. Digging Depth (23.7 ft); Max. Reach at Ground Level (37.2 ft); Max. Loading Height (22.6 ft); Max. Drawbar Pull (74380 lb); Fuel Tank (190 gal); Overall Width (11.5 ft); Height To Top Of Cab (15.1 ft); Track Length-Std. (17.7 ft)	330C-325C L In respective order of size; Net HP (247-188); Operating Weight-Long Undercarriage (77400 lb-63100 lb); Bucket Capacities-HDR (2.12 yd3- 1.75 yd3); Bucket Capacities General Purpose GP (3 yd3- 2.5 yd3); Max. Drawbar Pull (66094 lb54853 lb); Fuel Tank (163 gal-132 gal); Max. Digging Depth (24.3 ft-23.3 ft); Max. Reach at Ground Level (35.10 ft-34.6 ft); Max. Loading Height (23.7 ft-23.4 ft); Minimum Loading Height (8.11 ft-8 ft); Overall Width (11.3 ft-11.1 ft); Height To Top Of Cab (11 ft-10.11 ft); Track Length-Std. (16.6 ft- 15.3 ft)	Weight-Long Undercarriage; (53600 lb-46300 lb); Bucket Capacities-HDR (2.12 yd31 yd3) - General Purpose GP (3 yd3-1.75 yd3); Max. Drawbar Pull (50132 - 44040); Fuel Tank (132 gal- 106 gal); Max. Digging Deptl (22 ft-22 ft); Max. Reach at Ground Level (32.10 ft-32.4 ft); Max. Loading Height (22.1ft-21.4 ft); Overall Widtf (11.6ft-9.6 ft); Height To Top Of Cab (10.9-9.11ft); Track Length-Std. (15.3 ft-13.4ft)	Net HP (168-138); Operatin Weight-Long Undercarriage (50927 Ib-50700 lb); Max. Drawbar Pull (44063 - 44040); Fuel Tank (66 gal- gal); Bucket capacities and other handling performance will be similar to 320 C L	S
		s, contact dealer and or owner.			
		View of the second seco		2220 2200 4	321B-320C L Utility
	PABILITIES: Metric Cubic Yard To better match t w/trailer. Boom t	Public Works and Engineering (ESF #3)PABILITIES:Type IMetricState of the state	Public Works and Engineering (ESF #3)         PABILITIES:       TYPE I       TYPE II         Metric       345B L Series II       Net HP (321): Operating       330C-325C L       In respective order of size; Net HP (247-188): Operating         Weight-Long Undercarriage (111180 lb for       UHD -97940lb); Bucket       Capacity-HDR (3 yd3);       Bucket Capacities General         Purpose GP (4 yd3); Max.       Digging Depth (23.7 ft); Max.       Reach at Ground Level (37.2 ft); Max. Drawbar Pull (74380 lb); Fuel Tank (190 gal);       Overall Width (11.5 ft); Height To Top Of Cab (15.1 ft);       Track Length-Std. (17.7 ft)         To better match bucket needs to material conditions, contact dealer and or owner. w/trailer. Boom type will change reach, digging depth, and handling performances.       Image: Capacity and Capacities	Public Works and Engineering (ESF #3)       Kinc:       Ei         PABILITIES:       TYPE I       TYPE II       TYPE II       TYPE III         Metric       345B L Series II       Net HP (321): Operating Weight-Long Undercarriage (111180 lb for UHD = 07940lb): Bucket Capacities General Purpose GP (4) vd3): Bucket Capacities General Purpose GP (4) vd3; Max. Digiging Depth (23.7 ft): Max. Reach at Ground Level (37.2 ft): Max. Drawbar Pull (50132 - 40400): Fuel Tank (190 gal): Overall Width (11.5 ft): Height To Top Of Cab (15.1 ft): Track Length-Std. (17.7 ft)       Tank (163 gal-132 gal): Max. Digiging Depth (23.7 ft): Max. Reach at Ground Level (35.10 ft): At.A. Diging Depth (23.7 ft): Max. Drawbar Pull (50132 - 40400): Fuel Tank (190 gal): Overall Width (11.5 ft): Height To Top Of Cab (15.1 ft): Track Length-Std. (17.7 ft)       To better match bucket needs to material conditions, contact dealer and or owner. So that dealer and or owner. So that dealer and or owner. Witrailer. Boom type will change reach, digging depth, and handling performances. "Note: 320C L has two version the source of the source	PABILITIES:         TYPE I         TYPE II         TYPE II         TYPE II         TYPE III         TYPE IIIIII COUDID ALIIII COUDID ALIIII COUDID ALIIIIIIII COUDID ALIIIIIIII



	RESOURCE: HYDRAULIC TRUCK CRANES									
CATEGORY:	Public Works	and Engineering (ESF #3)		KIND:	Equipment; Personnel; Vehicle					
	PABILITIES:	Түре І	TYPE II	Type III	Type IV	Other				
Component	Metric									
Equipment & Personnel	Tons	<b>75-70</b> Crane type with boom reach of 190-170 feet; With jib add approx. 30 feet; Self- propelled/driven over the road; Operator furnished; Setup time minimal; Counter weight transported by tractor- trailer; No other special transport permit required	<b>65-60</b> Crane type with boom reach of 160-150 feet; With jib add approx. 30 feet; Self- propelled/driven over the road; Operator furnished; Setup time minimal and ready for use; No special transport permit required	40-35 Crane type with boom rear of 140 feet; With jib add approx. 30 feet; Self- propelled/driven over the road; Operator furnished; Setup time minimal and ready for use; No special transport permit required	ch					
Comments:	Check with your I	ocal/State transportation and law	enforcement organizations to de	termine mobilization require	ments.					



			RESOURCE: LATTICE	TRUCK CRANES						
<b>CATEGORY:</b>	CATEGORY: Public Works and Engineering (ESF #3) KIND: Equipment; Personnel; Vehicle									
	PABILITIES:	Түре І	TYPE II	TYPE III	TYPE IV	Other				
Component	Metric									
Equipment	Tons	220 Manitowoc Reach of 430 feet; Requires 7 tractor-trailers to mobilize & demobilize; Setup time 6 hours								
Personnel		Operator with one (1) oiler/rigger								
COMMENTS:	Check with your I	ocal/State transportation and law e	nforcement organizations to dete	ermine mobilization requirements						



			Resource: 1	RACK DOZER		
CATEGORY:	Public Work	s and Engineering (ESF #3	)	KIND: Equip	pment	
	ABILITIES:	Түре І	Type II	TYPE III	Type IV	Other
Component	Metric					
Example		D10R – Cat 3412E Turbo Charged Diesel	D6N – Cat 3126B Diesel	D3G – Cat 3046 Diesel		D10R WHA (Waste Handling) – Cat 3412E Turbo Charged Diesel
Gross Power	RPM	1,900	2,100	2,400		1,900
Gross Power	kw/hp	457/613	127/170	57/77		457/613
Operating Weight	lbs	144,191	34,209	16,193		144,986
Blade Capacity	yd <sup>3</sup>	24.2	5.6	1.88		63.9
Digging Depth	in	26.5	20.5	21.8		26.5
Height	ft/in	6'11"	4'1"	3'.8"		10'5"
Ground Clearance	ft/in	4'11"	3'2.7"			4'10"
Total Tilt	ft/in	3'3"	2'2.2"	1'2.5"		3'6.3"
Width Over End Bits	ft/in	15'11"	10′6″	8′.9″		17'3"
Blade Lift Height	in			27.1		
Digging Depth	in			21.8		
Multishanks Arrangements		1-3	3			1 to 3
Ground Clearance Under Tip	in	35	19.9	16.2		35"
Machine Ground Clearance	in			14.7		
Max Penetration	in		14.2			3'1"
Max Reach at Ground Line	in		29.1	29.1"		
Width	ft/in	9′7″	7'2.7"	8'.9"		9'7"
Winch-Drum Capacity	ft	226	371	371		226
Fuel Capacity	gal	293	79	43.6		293



			RESOURCE:	TRACK DOZER		
CATEGORY:	Public Works	and Engineering (ESF #3)		KIND:	Equipment	
	ABILITIES:	Түре І	Type II	TYPE III	TYPE IV	Other
Component	Metric	1				
Max Line Pull	lbs			40,000		
Bare Drum						
- ull Drum	lbs			25,000		
Comments:	General Exam	vent landfill type debris from tangling	j its drives.		2E Turbo Charged Diesel is that it conta	



			RESOURCE: TRACTOR TRAIL	ER (EXAMPLE ONL)	Y)	
CATEGORY:	Public Works	s and Engineering (ESF			Equipment	
	PABILITIES:	TYPE I	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other
Component	Metric					
Example		TE70FG-2 Folding Gooseneck Trailer	TE18AH (D9AH) General Duty Hydraulic Tail Trailer (with Fifth-Wheel Hookup)			
Capacity	lbs	70,000	18,000			
Overall Length	ft/in	40'-53'	34'11"			
Main Deck Length (Double Drop)	ft	17-28	8			
Hydraulic Deck Plate	in		18			
Arch Hitch Length	ft/in		7'9"			
Arch Hitch Height	in		32-40			
Main Deck Length (Single Drop)	ft	20-32				
Upper Deck Length	ft	8				
Rear Deck Length	ft/in	7'-10'				
Slope	degrees	60				
Width	ft/in	8′6″	8'			
Swing Clearance	in	84				
King Pin Setting	in	16				
Deck Height (Unloaded Single Drop)	in	39.5				
Deck Height (Loaded)	in		36			



			RESOURCE: TRACTOR TR	AILER (EXAMPLE ON	LY)		
<b>CATEGORY:</b>	Public Works	and Engineering (ESF #3)		KIND:	Équipm	ent	
	PABILITIES:	Түре І	TYPE II	TYPE III	Type IV		Other
Component	Metric						
Ground	in	19.5					
Clearance							
(Single Drop)							
Platform	in	1.375	1.375				
Axles (2)	lbs	25,000	9,000				
Brakes (Air)	in x in	16.5 x 7	12.25 x 3.375				
Wheels		8.25 x 22.5					
(Disc-Pilot							
Mounted)							
Wheels			6.75 x 16.5				
(8-Hole)							
Tires (Low		255/70R x 22.5					
Profile)							
Tires			8.75 x 16.5				
(10-Ply)							
Suspension		Spring-type	18,000 lbs				
Jack (Crank	lbs		12,000				
Style with							
Pin Drop							
Base)							



		R	RESOURCE: TRACTOR TRA	AILER (EXAMPLE ON	ILY)	
CATEGORY:	Public Works	and Engineering (ESF #3)		KIND:	Équipment	
MINIMUM CA		TYPE I	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
COMMENTS:	Rail-EZE Trailers	are used only as an example.				
		g Gooseneck Trailer	er (with Fifth-Wheel Hookup)			



			RESOURCE:	TUB GRINDER		
CATEGORY:	Public Works	and Engineering (ESF #3)		KIND: Ec	quipment	
MINIMUM CAPABILITIES:		Түре І	Type II	TYPE III	Type IV	Other
Component	Metric					
Output Capability	cy/hr	> 400	300-400	100-300	Up to 100	
Tub Size (opening)	ft/in	14'-15'	12'-13'	8'4"-11'	Up to 8'4"	
Towing Arrangement (i.e., Tow- Behind and Fifth-Wheel Trailer Hookup)		Fifth-wheel	Fifth-wheel	Fifth-wheel	Pintle hitch	
Horsepower	hp	>1000	630-1000	200-575	Up to 200	
Example		Mobark 1500	Morbark 1300/1200XL	Morbark 1100/1000	Mobark 950	
COMMENTS:	Morbark is used	as an example only.		-	· · · · ·	





			RESOURCE:	TUG BOAT			
CATEGORY: Pu	ublic Works	and Engineering (ESF #3)		KIND:	Equip	ment	
MINIMUM CAPAB	ILITIES:	Түре І	TYPE II	Type III		TYPE IV	Other
Component	Metric						
Vessel Personnel		Tug Boat Captain	Inland River Pilot	Docking Pilot			
Description		Term used on the inland waterways to describe a vessel operator who holds a Master license	Term used on the inland waterways that equates to "Mate" in the coastal sector; A pilot is the second operator onboard an inland towing vessel; The pilot has similar navigation duties and credentials to the Captain/Master, although the Captain/Master has the ultimate authority onboard the vessel	A docking pilot is an individual with specific expertise in maneuvering large, deep sea vessels in confined spaces (e.g., alongside a pier); The docking pilot boards the s takes the conn, and bring the vessel into port; Most docking pilots are license the Coast Guard (except Maryland and New Jerse where they are licensed the State) and are employ by tug companies	n ship, gs t ed by in ey, by		
Training or Requirements		Requires a tug boat captain's licensure issued by the U.S. Coast Guard; Increasingly, 2-month schools are available for captain licensure	Requires licensure issued by the U.S. Coast Guard	Requires special licensur issued by the U.S. Coast Guard or New Jersey/ Maryland			
Crew Availability		Generally live on the boat during working times, as schedule depends on the tug boat companies (e.g., 4 days on, 4 days off)	Required by law and on an on-call basis	Specialty position on an on-call basis			



			RESOURCE:	TUG BOAT		
CATEGORY: F	Public Works a	and Engineering (ESF #3)		KIND:	Equipment	
MINIMUM CAPA	BILITIES:	Type I	Type II	TYPE III	Type IV	Other
Component	Metric					
Comments:	are subject t becoming m usually requi	o licensure and jurisdiction of the ore used in current times. Horse	U.S. Coast Guard, and are requipower will be the first determining d or harbor-master matrix based	iired by law to make use of ri g factor in tug boat requisitio	ation, and working task specialty base iver pilots on inland waterways. The oning, as tractor tugs are the preferred vailable tug boat. The matrix will assi	docking pilot specialist is d equipment type. Equipment is



		RESOURCE: WAT	ER PURIFICATION TEAM	(USACE EMERGENCY W	ATER TEAMS)	
CATEGORY: P	ublic Works and E	ngineering (ESF #3)		KIND: Tea	m	
		Түре І	Түре <b>II</b>	TYPE III	Type IV	Other
Component Team Personnel	Metric	ESF Action Officer (AO)	Mission Manager	Mission Specialist	Logistics Manager	Contract Specialist
Description		Coordinates the mission requirements on all levels with FEMA, State, local, and other ESF elements to determine scope of mission; Is the USACE liaison with FEMA, DFO, and ERRO, and provides tasking to the ERRO/District; Works with Mission Manager to ensure actions are accomplished	Serves as the Project Manager for mission execution and is responsible for team coordination and timely procurement and delivery of water to all staging areas and distribution sites; Prepares scopes of work, cost estimates, schedule and tracking of water deliveries, and upward reporting	Works with the ERRO and assists the Mission Manager, while serving as the MM backup (same relative duties)	Works at the staging operations area and provides support for the MM; Responsible for receiving, inventory management, and distribution of emergency water in coordination with the MM; Ensures the quality control and accounting necessary for upward reporting and contractor payments; Provides status reports of deliveries and inventories	Works for the Chief of the Contracting Division of the supported District and ERRO, and contract support to the MM; Responsible for all contracting for the procurement, transportation, storage, security, testing, and distribution of water during emergency operations; Provides copies of all ACI Contract actions and delivery orders
Training or Requirements		Must have full knowledge of the Federal Response Plan, FEMA operations, PL 84-99 authorities, and operational dynamics of a DFO	Must be familiar with the procurement process and able to communicate mission requirements to contracting, resource management, and other impacted districts; Trained and fully knowledgeable of the current ACI Water Contract, and familiar with the ENGLink Interactive and the preparation of SITREPS, CEFMS, and the PR&C process (requires an alternate to be designated)	Must be familiar with the procurement process and able to communicate mission requirements to contracting, resource management, emergency management, and other impacted districts; Trained and fully knowledgeable of the current ACI Water Contract, and familiar with the ENGLink Interactive and the preparation of SITREPS, CEFMS, and the PR&C process (requires an alternate to be designated)	Must possess special training for receiving and accountability process; Must be able to effectively work with emergency managers to solicit support for Logistics PRT (requires an alternate person be designated)	Must be able to act as liaison between Water PRT and the Contracting Division of supported District, while scoping contract requirements for mission execution and procurement; Must be fully knowledgeable of the current ACI Water Contract, delivery orders, preparing sealed bids, negotiate actions, simplified acquisition procedures, and must be proficient in the Standard Procurement System, Procurement Desktop Defense, and CEFMS



			R PURIFICATION TEAM	(USACE EMERGENCY W	ATER TEAMS)	
CATEGORY: P	Public Works an	d Engineering (ESF #3)		KIND: Tea	am	
MINIMUM CAPAE	BILITIES:	TYPE I	TYPE II	TYPE III	Type IV	Other
Component	Metric					
Crew Availability		Deployed for 30-day rotations, with a 3- to 5-day transition period between consecutive missions; Average missions last 2-3 weeks	Deployed for 30-day rotations, with a 3- to 5-day transition period between consecutive missions; Average missions last 2-3 weeks	Deployed for 30-day rotations, with a 3- to 5-day transition period between consecutive missions; Average missions last 2-3 weeks (nightshift availability if required)	Deployed for 30-day rotations, with a 3- to 5-day transition period between consecutive missions; Average missions last 2-3 weeks; multiple deployments required (nightshift availability if required)	Deployed for 30-day rotations, with a 3- to 5-day transition period between consecutive missions; Average missions last 2-3 weeks
Water Sources		ACI Water Contract	Commercial Water Sources	Reverse Osmosis Water Purification Units (ROWPUs)		
Description		A service and supply contract which can be used to provide bottled and bulk water: <u>Area of Coverage</u> : Continental U.S. (CONUS) and Outside Continental U.S. (OCONUS) <u>Time Requirement</u> : Within 24 hours <u>Bottle Size</u> : 12 ounce to 1.5 liter <u>Conversion Factor</u> : 1 gallon = 3.79 liters <u>Price</u> : 0.38/liter for CONUS <u>Bulk Water</u> : Scope and cost to be negotiated based on water source and transportation method	Commercial water sources can be located by contacting the International Bottled Water Association	Able to purify 3,000 gallons of potable water an hour; Detachments are typically equipped with a 2-million- gallon storage capability to pump this water approximately 20 miles		



		RESOURCE: WATE	ER PURIFICATION TEAM	USACE EMERGENC		R TEAMS)	
CATEGORY: Pu	iblic Works and Eng	gineering (ESF #3)		KIND:	Team		
MINIMUM CAPABI	ILITIES:	Type I	Type II	Type III		ΤΥΡΕ Ιν	Other
Component	Metric						
Water Distribution	Recommendation (Note: emergency water is for drinking purposes only, and initial distributions should be based on 1 gallon/ person per day and limited to no more than 2 days supply per visit to ensure all residents have minimum amount for survival)	1 gallon/person per day					
Comments:	USACE – Emergency concert with the respo functions required to Emergency Response	onding Emergency Respor execute a major Federal R e and Recovery Office, and	esigned to provide the minimur se and Recovery Office comm esponse Plan mission: Emerg the Staging Operations area( rry, and reduce opportunity for	and and control structure. Jency Support Function #3 s). The preferred method	The team (Public Wo of providing	configuration is designed to rks and Engineering) eleme g water to disaster victims is	staff the three operational nt at the Disaster Field Office, by bottled water because the



			RESOURCE: WATER TRU	JCK (EXAMPLE ONLY	<b>')</b>		
CATEGORY:	Public Works	and Engineering (ESF #3)		KIND:		ipment	
	PABILITIES:	Түре І	Type II	TYPE III		Type IV	Other
Component	Metric						
Example		Tandem Axle					
Comments:		DOT Class 8; GVW rating 60,000; Capacity 4,000 gallons of potable water; Gas or diesel powered with choice of Manual or Automatic Transmission; Air Brakes; Limited off-road service; Medium to long haul; Wide turning radius; CDL license required					
				WATER			



			RESOURCE: WHEE	L DOZER		
CATEGORY:	Public Work	s and Engineering (ESF #3		KIND:	Equipment	
MINIMUM CAP	ABILITIES:	Түре І	Түре ІІ	TYPE III	TYPE IV	Other
Component	Metric					
Example		854G – Cat 3508B EUI Diesel All-Wheel-Drive	824G – Cat 3406C Turbo Charged Diesel All-Wheel- Drive			
Gross Power	RPM		2,100			
Gross Power	kw/hp	656/880	254/340			
Weight	lbs	212,230	58,697			
Blade Height	ft/in	6'11"	4'10"			
Width	ft/in	21′8″				
Moldboard Length	ft/in		13'9"			
Maximum Depth of Cut	ft/in	1'4"	1'5″			
Maximum Lift Above Ground	ft/in	3'6"	3'6"			
Maximum Clearance Under Skid Plate	ft/in	5′6″	3'2"			
Total Tilt	ft/in	3′10″	3'11"			
Width Over End Bits	ft/in	20'7"	14′9″			
Fuel Capacity	gal	413	166			



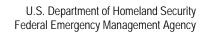
			RESOURCE: WHEEL	Dozer		
CATEGORY:	Public Works a	and Engineering (ESF #3)		KIND:	Equipment	
MINIMUM CAP	PABILITIES:	Type I	Type II	TYPE III	Type IV	Other
Component	Metric					
Component Comments:		ed as an example only.				
	<b>h</b>					
	854G	824G				



	RESOURCE: WHEEL LOADERS (LARGE 41 CY TO 8 CY)										
CATEGORY:	Public Works	and Engineering (ESF #3)		KIND: Equ	ipment						
	PABILITIES:	ΤΥΡΕ Ι	TYPE II	TYPE III	TYPE IV	Other					
Component	Metric										
Equipment	Cubic Yards	994D Gross Power 1027 kW (1375 hp); Operating Weight 191200 kg (421600 lb); Rated Payload-Standard 34.5 tonnes (38 tons); Bucket Capacity Range 15-31 m3 (19.5-41 yd3); Reach at Max. Lift/Dump-Std 2263 mm (7.4 ft); Clearance at Max. Lift/Dump-Std 5592 mm (18.4 ft); Bucket pivot at Max. Lift-Std 8157 mm (26.8 ft); Overall Height Bucket Raised-Std 100996 mm (36.1 ft); Overall Length-Std 16809 mm (55.1 ft); Width Over Tires 5499 mm (18 ft); Fuel Tank (1226 gal)	992G Gross Power 656 kw (880 hp); Max. Bucket Capacity 12.3 m3 (16 yd3); Operating Weight 93779 kg (206783 lb); Dump Clearance 4636 mm (19 ft); Fuel Tank 413 gal)	<b>990 Series II</b> Gross Power 503 kW (675 hp); Operating Weight 77141 kg (170067 lb); Rated Payload-Standard 15 tonnes (16.5 tons); Bucket Capacity Range 8.4-9.2 m3 (11-12 yd3); Static Tipping Load, Full Turn 38243 kg (84311 lb); Reach at Max. Lift/Dump- Std 1799 mm (5.9 ft); Clearance at Max. Lift/Dump- Std 4135 mm (13.7 ft); Overall Length-Std 12839 mm (42.1 ft); Width Over Tires 4071 mm (13.3 ft); Fuel Tank (284 gal)	988G Gross Power 388 kW (520 hp); Operating Weight 50183 kg (110634 lb); Rated Payload-Standard 11.4 tonnes (12.5 tons); Bucket Capacity Range 6.3-7 m3 (8.2-9.2 yd3); Static Tipping Load, Full Turn 26960 kg (59436 lb); Reach at Max. Lift/Dump-Std 2113 mm (6.9 ft); Clearance at Max. Lift/Dump-Std 3971 mm (13 ft); Overall Length-Std slightly less that 990 Series; Fuel Tank (176.5 gal)						
COMMENTS:	Caterpillar produc	cts used in typing. To better mate	ch bucket needs to material condi	tions, contact dealer and or owne	er.						
		994D	992G	990 Ser		9886					



CATEGORY:				RS (MEDIUM 7 CY TO 3 CY			
CATEGORT.	Public Works	and Engineering (ESF #3)		KIND: Eq	uipment		
	PABILITIES:	Type I	TYPE II	TYPE III	Type IV	1	Other
Component	Metric						
Equipment	Cubic Yards	980G, 972G In respective order; Max. Flywheel Power 238 kW-213 kW (319 hp-285 hp); Operating Weight 30207 kg- 25490 kg (66576 lb-56180 lb); Static Tipping Load 18032 kg (39743 lb); Breakout Force 210 kN (47277 lb); Bucket Capacity Range 3.8- 5.7m (7.5-5 yd3); Fuel Tank (124-100 gal)	966G Series II Max. Flywheel Power 194 kW (260 hp); Operating Weight 22870 kg (50400 lb); Bucket Capacity Range 3.5- 4.25 m3 (4.5-5.5 yd3); Fuel Tank (100 gal)	962G Series II, IT62G, 950G Series II Max. Flywheel Power 157- 146 kW (210-196 hp) Operating Weight 18547- 17780 kg (40889-39198 lb); Static Tipping Load 11966- 10619 kg (26380-23411 lb); Breakout Force 154-125 kN (34666-28210 lb); Bucket Capacity Range 2.7- 3.8 m3 (5-3.5 yd3); Fuel Tank (75 gal)	938G, IT38G In respective order; Max. Flywheel Power 128 kW (172 hp) Operating Weight 13062- 13030 kg (28731-28714 lb); Static Tipping Load 9241- 7621 kg (20373-16800 lb); Breakout Force 109-124 kN (25096-28020lb); Bucket Capacity Range 2.8- 2.5 m3 (3.65-2.9 yd3); Fuel Tank (67 gal) ner. IT models offer multiple attach		
Comments:	Caterpinar produc	980G	Photoe for the edds to material condition of the edds to material conditio	Itions, contact dealer and or own		nuitiple attach	ments.
		930G 950G	972G	1162			YOZG





		Ri	ESOURCE: WHEEL LOADE	RS (SMALL 7 CY TO 2 CY	<b>(</b> )	
CATEGORY:	Public Works	and Engineering (ESF #3)		KIND: E	quipment	
MINIMUM CA	PABILITIES:	Type I	Type II	TYPE III	Type IV	OTHER
Component	Metric					
Equipment	Cubic Yards	928G, IT28G In respective order; Max. Flywheel Power 107 kW (144 hp); Operating Weight 11836 kg-12134 kg (26094 lb-26751 lb); Bucket Capacity Range 2- 5.35 m3 (2.5-7 yd3); Fuel Tank (59 gal)	924G, 924Gz In respective order; Max. Flywheel Power 98 kW (132 hp); Operating Weight 10328 kg-9844 kg (22769 lb- 21702 lb); Bucket Capacity Range 1.7-5 m3 (2.2-6.5 yd3); Fuel Tank (59-51 gal)	IT14G, 914G In respective order; Max. Gross Power 73 kW (9, hp); Operating Weight 7906 kg-7243 kg (17393 lb-15935 lb); Breakout Force (17270- 14007 lb); Static Tipping Load (10094-11737 lb); Dump Clearance 9.58-8.75 feet; Bucket Capacity Range 1.4 m3 (1.8 yd3); Fuel Tank (59-51 gal)		
Comments:		928G	ch bucket needs to material condi interval of the second se	924		



## **SEARCH & RESCUE RESOURCES**

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Search & Resc	ue (ESF #9)		URCE: AIR SEARCH TE	Aircraft		
	· /	Түре І	TYPE II	Түре Ш	TYPE IV	Other
Component	Metric			11121		Officia
Vehicle	Fixed-Wing Aircraft	IFR Capable Fixed-Wing Observation Aircraft	IFR Capable Fixed-Wing Observation Aircraft	Fixed-Wing Observation Aircraft	Fixed-Wing Observation Aircraft	
	Capacity	4-8 passengers with cargo not to exceed design specification of aircraft	2-4 passengers with cargo not to exceed design specification of aircraft	2-4 passengers with cargo not to exceed design specification of aircraft	2-4 passenger with cargo not to exceed design specification of aircraft	
Equipment	Flight Suit	Appropriate level of PPE	Appropriate level of PPE	Appropriate level of PPE	Appropriate level of PPE	
	Communications	Standard FAA FM Radio; VHF Radios; Satellite Phone	Standard FAA FM Radio; VHF Radios	Standard FAA FM Radio; VHF Radios	Standard FAA FM Radio	
	Video/ Electronic	Electronic Direction Finding; Capable; Capable of Airborne Video Transmission	Electronic Direction Finding Capable; Capable of flying back video or still imagery	Electronic Direction Finding Capable	None	
Aircrews	Training & Ratings	Pilot       – Commercial         (instrument) or higher         certificate and complete unit         certification program             Observer       – Complete unit         certification program	Pilot         – Private Pilot           (instrument) or higher         certificate and complete           unit certification program           Observer         – Complete unit           certification program	Pilot       – Private Pilot or         higher certificate and       complete unit certification         program	Pilot       – Private Pilot or higher         certificate and complete unit         certification program         Observer       – Complete unit         certification program	
	Crew Availability	Aircrew(s) available for extended operations	Aircrew(s) available for 8 to 14 days of operations	Aircrew(s) available for 3 to 7 days of operations	Aircrew(s) available for at least 2 days of operations	
Management Support	Overhead Incident Management	Full incident command staff capable of managing all phases of air search operations	Incident staff capable of managing air operations branch	Incident staff capable of supporting independent flight release	Unit level flight release; No search management capabilities	
Comments:	Administration Regu	maximum of 12-hour shifts, deper- lations. Aircraft will be expected	to operate out of established a	irfield with paved runways. Ai	be maintained in accordance with F rcrews will indicate fueling and runwa re available to those specifications.	ederal Aviation ay requirements for



		Resou	IRCE: AIRBORNE RECO	NNAISSANCE (FIXED-WING	a)	
CATEGORY:	Search & Rescue (E			KIND: Airc	•	
MINIMUM CAP	ABILITIES:	TYPE I	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
Vehicle	Fixed-Wing Aircraft	IFR Capable Fixed- Wing Observation Aircraft	IFR Capable Fixed-Wing Observation Aircraft	Fixed-Wing Observation Aircraft	Fixed-Wing Observation Aircraft	
	Capacity	4-8 passengers with cargo not to exceed design specification of aircraft	2-4 passengers with cargo not to exceed design specification of aircraft	2-4 passengers with cargo not to exceed design specification of aircraft	2-4 passengers with cargo not to exceed design specification of aircraft	
Equipment	Flight Suit	Appropriate level of PPE	Appropriate level of PPE	Appropriate level of PPE	Appropriate level of PPE	
	Communications	Standard FAA FM Radio; VHF Radios; Satellite Phone	Standard FAA FM Radio; VHF Radios	Standard FAA FM Radio; VHF Radios	Standard FAA FM Radio	
	Video/Electronic	Capable of flying back video or still imagery; Capable of High Resolution Airborne Video Transmission; Desired: FLIR or other infrared capabilities; Desired: Capable of supporting Hyperspectral Imaging Requests	Capable of flying back video or still imagery; Capable of Low resolution Airborne Video Transmission; Desired: FLIR or other infrared capabilities	Capable of flying back video or still imagery	None	
Aircrews	Training & Ratings	Pilot       – Commercial         (instrument) or higher       certificate and complete         unit certification       program         Observer       – Complete         unit certification       program	<u>Pilot</u> – Private Pilot (instrument) or higher certificate and complete unit certification program <u>Observer</u> – Complete unit certification program	Pilot       – Private Pilot or higher         certificate and complete unit         certification program         Observer       – Complete unit         certification program	<u>Pilot</u> – Private Pilot or higher certificate and complete unit certification program <u>Observer</u> – Complete unit certification program	
	Crew Availability	Aircrew(s) available for extended operations	Aircrew(s) available for 8 to 14 days of operations	Aircrew(s) available for 3 to 7 days of operations	Aircrew(s) available for at least 2 days of operations	
Management Support	Overhead Incident Management	Full Incident Command staff capable of managing all phases of air search operations	Incident staff capable of managing air operations branch	Incident staff capable of supporting independent flight release	Unit level flight release; no incident management capabilities	



	RESOURCE: AIRBORNE RECONNAISSANCE (FIXED-WING)							
CATEGORY:	Search & Rescue (E	SF #9)		KIND: Airo	craft			
MINIMUM CAPA	BILITIES:	TYPE I	TYPE II	TYPE III	TYPE IV	OTHER		
Component	Metric							
Comments:	Administration Regula	tions. Aircraft will be expec	ted to operate out of establish	ed airfield with paved runways.	will be maintained in accordance waith Aircrews will indicate fueling and a are available to those specification	runway requirements for the		



		RESOURCE: CANINE	SEARCH AND RESCUE TI	EAM – AVALANCHE	SNOW AIR SCENT	
CATEGORY: Se	earch & Rescue	(ESF #9)		KIND:	Feam	
MINIMUM CAPAB	ILITIES:	Type I	Type II	TYPE III	Type IV	Other
Component	Metric					
Dog Team: 1 Dog 1 Handler 1 Support Person	Search Capabilities	Capable of self-sustaining and searching for 24 hours in extreme weather and terrain conditions through avalanche debris fields	Capable of self-sustaining and searching for 24 hours in snow-covered environments in extreme weather conditions and moderate terrain			N/A
Knowledge and Equipment for Avalanche/Snow Search Dog Teams		Personal snow travel equipment and gear to self-sustain for 24 hours; Equipped to include cross- country skis or snow shoes, poles, probe poles, snow shovel, and avalanche beacon; Training, including avalanche safety and winter survival, including building snow cave, First Aid for both human and dog, personal/ dog safety, and radio communications	Personal snow travel equipment and gear to self-sustain for 24 hours; Equipped to include cross-country skis or snow shoes, poles, probe poles, snow shovel, and avalanche beacon; Training, including avalanche safety and winter survival, including building snow cave, First Aid for both human and dog, personal/ dog safety, and radio communications			N/A
Comments:					eam in outlying areas of a tornad d. This will not necessarily be re	lo zone, etc. It is critical that canine flected in this document.



	RESOURCE: CANINE SEARCH AND RESCUE TEAM – DISASTER RESPONSE								
CATEGORY:	CATEGORY: Search & Rescue (ESF #9) KIND: Team								
MINIMUM CAPA	BILITIES:	TYPE I	TYPE II	TYPE III	TYPE IV	Other			
Component	Metric	-							
Dog Team: 1 Dog 1 Handler 1 Support Person	Search Capabilities	A disaster search canine that has successfully completed the DHS/FEMA Disaster Search Canine Readiness Evaluation for both Type II and Capable of national and international responses	A disaster search canine that has successfully completed the DHS/FEMA Disaster Search Canine Readiness Evaluation for Type II only; Capable of national and international responses	A disaster search canine that has successfully completed Disaster Search Canine Readiness Evaluation through an organized disaster task force – non-FEMA; Capable of national and international responses	A search canine with minimal exposure to disaster search; Capable of local/regional response only; No task force participation				
Knowledge and Equipment for Search Dog Teams		All requirements as set forth by DHS/FEMA National US&R Response System	All requirements as set forth by DHS/FEMA National US&R Response System	All requirements as set forth by organized task force for availability for national/international response	Agility; Obedience; First Aid-Human/Dog; HazMat; Disaster; Environment Exposure minimal; Initial responder readiness through local agency				
Comments:				environment, such as a wilderness are available to Incident Command					



		RESOURCE: CA	ANINE SEARCH AND RESCU	UE TEAM – LAND CADAVE	R AIR SCENT	
CATEGORY:	Search & Res	cue, Other		KIND: Tea	m	
MINIMUM CAP	ABILITIES:	TYPE I	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
Dog Team: 1 Dog 1 Handler 1 Support Person	Search Capabilities	Capable of locating less than 15 grams of human remains during disaster ops; Capable of self-sustaining for 24 hours	Capable of locating deceased persons (greater than 15 grams) in disaster ops; Capable of self- sustaining for 24 hours	Capable of locating less than 15 grams of human remains buried, hanging, ground level, or in vehicles, nondisaster	Capable of locating less than 15 grams of human remains buried, hanging, ground level, nondisaster	Capable of locating deceased persons (greater than 15 grams) buried, hanging, ground level, nondisaster
Knowledge and Equipment for Land Cadaver Search Dog Teams		Training and equipment for biohazard environment, including OSHA guidelines, scene preservation, documentation, collection, chain of custody, and scene security; First Aid for both human and dog, personal/ dog safety, and radio communications; Disaster ops training and capabilities	Training and equipment for biohazard environment, including OSHA guidelines, scene preservation, documentation, collection, chain of custody, and scene security; First Aid for both human and dog, personal/ dog safety, and radio communications; Disaster ops training and capabilities	Training and equipment for biohazard environment, including OSHA guidelines, scene preservation, documentation, collection, chain of custody, and scene security; First Aid for both human and dog, personal/ dog safety, and radio communications	Training and equipment for biohazard environment, including OSHA guidelines, scene preservation, documentation, collection, chain of custody, and scene security; First Aid for both human and dog, personal/ dog safety, and radio communications	Training and equipment for biohazard environment, including OSHA guidelines, scene preservation, documentation, collection, chain of custody, and scene security; First Aid for both human and dog, personal/ dog safety, and radio communications
COMMENTS:						



		RESOURCE	: CANINE SEARCH AND R	ESCUE TEAM – WATER AIR	R SCENT	
<b>CATEGORY:</b>	Search & Reso	cue (ESF #9)		KIND: Tea	m	
MINIMUM CAP	ABILITIES:	TYPE I	Type II	TYPE III	TYPE IV	Other
Component	Metric					
Dog Team: 1 Dog 1 Handler 1 Support Person	Search Capabilities	Capable of working swiftwater/stillwater environments; Trained and equipped to perform search ops on foot and from any type of watercraft Type VI	Capable of working stillwater environments; Trained and equipped to perform search ops on foot and from any type of watercraft Type VII	Capable of working swiftwater and stillwater ops from shore only	Capable of working swiftwater ops from shore only	Capable of working stillwater ops from shore only
		Capable of working salt- water and very large fresh water environments from both boat and shore	Capable of working salt- water and very large fresh water environments from shore only			
Knowledge and Equipment for Water Search Dog Teams		Type I, III, IV, VI, VII Water Helmet; Class V Water Vest; Throw Rope; Swiftwater lifesaving skills; Knowledge of water rescue and boat operations; First Aid for both human and dog; Personal/dog safety; Radio communications	Type II, V Water Helmet; Class III-V Water Vest; Throw Rope, Stillwater lifesaving skills; Knowledge of water rescue operations in stillwater environment; First Aid for both human and dog; Personal/dog safety, Radio communications equipment			
COMMENTS:				it, such as a wilderness team in c able to Incident Command. This		



		Resource: C	ANINE SEARCH AND RESO	UE TEAM – WILDERNESS	AIR SCENT			
CATEGORY:	Search & Res	cue (ESF #9)		KIND: Tea	KIND: Team			
MINIMUM CA	PABILITIES:	ΤΥΡΕ Ι	TYPE II	TYPE III	Type IV	OTHER		
Component	Metric							
Single Resource	Search Capabilities	Capable of search and self- sustaining for 72 hours in all weather and low angle wilderness terrain or larger areas of 60+ acres	Capable of searching and self-sustaining for 48 hours in all weather and low angle wilderness terrain or larger areas of 60+ acres	Capable of searching high probability local wilderness terrain for short durations (24 hours or less) or small areas 40-60 acres	Capable of searching high probability local wilderness terrain for short durations (12 hours or less) or small areas 40-60 acres	Human discriminating (scent source necessary)		
Single Resource	Search Capabilities	Capable of searching and self-sustaining for 72 hours in all weather and low angle wilderness terrain or larger areas of 120+ acres	Capable of searching and self-sustaining for 48 hours in all weather and low angle wilderness terrain or larger areas of 120+ acres	Capable of searching high probability local wilderness terrain for short durations (24 hours or less) or small areas of 60-120 acres	Capable of searching high probability local wilderness terrain for short durations (12 hours or less) or small areas of 40-60 acres	Nondiscriminating (locate all human indication in area)		
Comments:								



	RESOURCE: CANINE SEARCH AND RESCUE TEAM – WILDERNESS TRACKING/TRAILING								
CATEGORY:	CATEGORY: Law Enforcement/Security, Search & Rescue (ESF #9) KIND: Team								
MINIMUM CAPA	BILITIES:	Type I	TYPE II	TYPE III	TYPE IV	Other			
Component	Metric								
Dog Team: 1 Dog 1 Handler 1 Support Person	Search Capabilities	Capable of trailing in wilderness terrain; Aged 24+ hours; 1 mile or longer; Heavy contamination	Capable of trailing in wilderness terrain; Aged 4-12 hours; 1 mile or longer; Heavy contamination	Capable of trailing in wilderness terrain, Aged 1.5-4 hours; .5-1 mile; Heavy contamination	Capable of trailing in wilderness terrain; Aged 0-1.5 hours; .255 mile; Heavy contamination	Discriminating (scent source must be available)			
Knowledge and Equipment for Search Dog Teams		Personally equipped for 24 hours for dog/handler; Wilderness survival skills; Capable of establishing and maintaining direction of travel; First Aid for both human and dog; Personal/ dog safety; Radio communications; Skill in collection of scent articles	Personally equipped for 24 hours for dog/handler; Wilderness survival skills; Capable of establishing and maintaining direction of travel; First Aid for both human and dog; Personal/ dog safety; Radio communications; Skill in collection of scent articles	Personally equipped for 24 hours for dog/handler; Wilderness survival skills; Capable of establishing and maintaining direction of travel; First Aid for both human and dog; Personal/ dog safety; Radio communications; Skill in collection of scent articles	Personally equipped for 24 hours for dog/handler; Wilderness survival skills; Capable of establishing and maintaining direction of travel; First Aid for both human and dog; Personal/ dog safety; Radio communications; Skill in collection of scent articles	N/A			
Comments:	collection of scent articles collection of scent articles collection of scent articles collection of scent articles								



			RESOURCE: CAVE SEAR	CH AND RESCUE TEAM		
CATEGORY:	Search & Res	cue (ESF #9)		KIND: Tea	m	
MINIMUM CA	PABILITIES:	Type I	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
Team	Personnel	Field team leader; Members; Medical specialist	Field team leader; Field team members; Medical specialist	Field team leader; Field team members; Medical specialist	Field team leader; Field team members	
Personnel Training	Cave Training	Same as Type II, plus: Proficiency in cave and surface search; Proficiency in high- and low-angle technical rescues and evacuations from dry, wet, and multidrop caves	Same as Type III, plus: Proficiency in vertical environments greater than 100 feet in depth; Ability to safely traverse multidrop caves; Ability to rapidly ascend a rope next to a litter during a litter raise	Same as Type IV, plus: Ability to carry additional rescue-related equipment to and through the cave	Basic understanding of the cave environment, including regional differences in ambient cave temperature, normal hazards such as risk of flooding, hypothermia, and potential changes in cave environment because of seasonal variations and outside weather; Proficiency in crawling, climbing and moving over uneven surfaces and breakdown areas covered in mud, sand, or water; Familiarity with chimneying, bridging, and other basic climbing techniques used in moving through caves; Ability to move comfortably and efficiently in small spaces; Ability to rappel and ascend 66' of static line using standard single rope techniques; Proficiency in changing over from ascent to rappel and rappel to ascent; Ability to carry personal equipment to and through the cave; Ability to identify fragile cave environments and take measures to protect them; Ability to maintain primary light sources	
	Navigation Training	Same as Type II	Same as Type III, plus: Proficiency in back-country navigation and route finding with a map and compass, use of GPS and UTM	Same as Type IV, plus: Knowledge of common symbols present on cave maps; Proficiency in reading cave maps; Ability to use	Familiar with cave maps and topographic maps	



			RESOURCE: CAVE SEAR	CH AND RESCUE TEAM		
<b>CATEGORY:</b>	Search & Res	cue (ESF #9)		KIND: Tea	m	
	PABILITIES:	Түре І	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other
Component	Metric					
			coordinate system	topographic maps to locate		
	Basic Training	Same as Type II, plus; Ability to plan, organize, and direct cave rescue and search missions using ICS; Experience with ICS Unified Command	Same as Type III, plus: Ability to direct activities according to ICS; Technical proficiency in single person rope rescue techniques; Proficiency in crack and crevice rescue; Proficiency in creating load distributing and artificial anchors in-cave	caves Same as Type IV, plus: Capable of operating within ICS; Proficiency in edge tending for the vertical environment; Proficiency in preparing and rigging basket and flexible litters for haul and lower operations; Proficiency in patient packaging for extrication; Familiarity with the basic techniques for crack and crevice rescue; Ability to improvise patient packaging	Familiarity with basic cave search techniques; Familiarity with the NIIMS ICS of incident management; Proficiency in establishing simple anchors and fixing lines for personal rappels and ascents; Awareness of the psychological and physical patient considerations in rescue extrications of long duration; Proficiency in basic in-cave litter movement techniques; Ability to assist in patient packaging for extrication; Specialized training required to safely and appropriately use communication and technical rescue equipment	
	Technical Training	Same as Type II, plus: Proficiency in the use, placement, and analysis of mechanical anchors and anchor systems; Proficiency in use of highlines and guiding lines; Proficiency in the organization and direction of technical cave rescue searches and rescues; <u>For regions/caves with</u> <u>swiftwater</u> : Proficiency in working in and around moving water underground; Swiftwater/flatwater technician	Same as Type III, plus: Understanding of the mechanical forces involved in technical rescue systems; Proficiency in the selection and setup of rescue anchor systems; Proficiency at estimating component and system load ratios and assessing safety factors; Ability to rig and operate simple and compound 4:1, 6:1, and 9:1 mechanical advantage systems; Proficiency in rigging and use of counterbalance systems; Proficiency in technical litter evacuations and transport	Same as Type IV, plus: Proficiency in tying common knots and knowledge of their applications and strength efficiencies; Proficiency in establishing simple anchors for haul and lower systems; Ability to establish 2:1 and 3:1 haul systems, fixed brake lowering systems, and belay systems; Familiarity with basic search techniques and nomenclature; Ability to maintain scene integrity in case of crime; Proficiency in establishing and operating in-cave wired	Ability to serve as a member of a haul or lower team and familiarity of appropriate commands; Ability to serve as a member of an evacuation team; Other skills or abilities as identified by the team's operations leader	

National Mutual Aid & Resource Management Initiative



			RESOURCE: CAVE SEAR	CH AND RESCUE TEAM		
CATEGORY:	Search & Res	scue (ESF #9)		KIND: Tea	ım	
	PABILITIES:	Түре І	TYPE II	TYPE III	TYPE IV	Other
Component	Metric					
		For regions/caves with bad air: Proficiency in the use of a 3-gas monitor (oxygen, hydrogen sulfide and carbon monoxide) and ability to understand its output	including litter raises and lowers on breakdown, in free-fall and other vertical environments, in narrow or waterfall situations, and in multidrop caves	communications systems; Ability to operate a handheld radio; Proficiency in choosing appropriate in-cave litter movement techniques		
	Survival Training	Same as Type III	Same as Type III	Same as Type IV, plus: Experience in wet and vertical caves	Operational proficiency in the cave environment for the region	
Medical Specialist	Training	National Standard EMT-B, with BTLS or PHTLS	National Standard EMT-B, or advanced wilderness first responder; BTLS	Same as Type IV	Basic First Aid/CPR	
Team	Sustained Operations	48 hours or more	36 hours	24 hours	24 hours	
Team	Search and Rescue Capabilities	Same as Type II with experience complex rescue environments as appropriate for region of activity	Same as Type III with experience in wet and vertical caves and crack/crevice situations	Same as Type IV	Trained cave rescue and cave search personnel with experience in relatively dry caves with moderate vertical situations	
Team Equipment	Supplies and Materials	Same as Type III, plus: Ability to support more than 2 patients at 2 separate incidents; Sufficient rope and hardware to support complex rigging, multiple drops, highline, etc. <u>In regions/caves with</u> <u>swiftwater</u> : Appropriate floatation equipment for patient(s) and other necessary swiftwater- specific rigging equipment In regions/caves with bad air: 3-gas monitors	Same as Type III, plus: Ability to respond to two in-cave patients simultaneously	Same as Type IV	Harnesses, Helmets; Basic hardware (including: 7/16 or .5" static kernmantle rope, webbing, pulleys, carabiners, lowering devices, etc.); Field telephones and wire; Radio communications on a common frequency; Patient packaging materials; Litters appropriate for situation; Entrance control materials; Edge protection	
Personal Equipment	Supplies and materials	Same as Type II, plus: Food for 48 hours	Same as Type III, plus: Food for 36 hours	Same as Type IV, plus: Wetsuit where appropriate	Personal protective equipment including: Footwear, underwear, and	



			RESOURCE: CAVE SEAR	CH AND RESCUE TEAM		
CATEGORY:	Search & Res	cue (ESF #9)		KIND: Tea	am	
	ABILITIES:	Type I	Type II	TYPE III	ΤΥΡΕ Ιν	Other
Component	Metric					
		In regions/caves with swiftwater: Appropriate swiftwater gear, PFD, personal throwbags, and waterproof light sources			outerwear suited to the particular cave environment; Sewn seat harness; Personal descending and ascending equipment with 2 points of attachment above the waist; Helmet (with 3- or 4-point chinstrap suspension system); Gloves with leather palms; 3 independent sources of light, each capable of exiting the cave; 2 of which must be helmet- mountable; Batteries (carbide if appropriate); Quantity of water appropriate for the conditions; Food for 24 hours; Knife/multitool; Personal first aid kit; Waterproof pen/pencil and paper; Appropriate pack to carry personal gear; food for 24 hours	
Medical	Supplies and	As appropriate for level of	As appropriate for level of	As appropriate for level of	As appropriate for level of	
Equipment	Materials	training, as applied in wilderness/cave environment	training, as applied in wilderness/cave environment	training, as applied in wilderness/cave environment	training, as applied in wilderness/cave environment	
		and meeting local protocols	and meeting local protocols	and meeting local protocols	and meeting local protocols and	
		and requirements	and requirements	and requirements	requirements	
COMMENTS:						



	Re	SOURCE: COLLAPSE SEA	RCH AND RESCUE TEAMS		
Search & Res					
	Түре І	Type II	Type III	ΤΥΡΕ Ιν	Other
Training and Certification	Trained to the HazMat Technician Level (NFPA 472); Comply with NFPA 1006 Technician Level requirements for their area of specialization or organization; Operations Level for support personnel as outlined in NFPA 1670.	Trained to the HazMat First Responder Operational Level (NFPA 472); Comply with organization; Operations Level for support personnel as outlined in NFPA 1670.	Trained to the HazMat First Responder Operational Level (NFPA 472); Comply with organization; Operations Level for support personnel as outlined in NFPA 1670	Trained to HazMat First Responder Awareness Level (NFPA 472); Comply with organization; Awareness Level for support personnel as outlined in NFPA 1670	
Training	Trained for Heavy Floor Construction, Pre-cast Concrete Construction, Steel Frame Construction, High Angle Rope Rescue (including highline systems), Confined Space Rescue (permit required), and Mass Transportation Rescue	Trained for Heavy Wall Construction, High Angle Rope Rescue (not including highline systems), Confined Space (no permit required) and Trench and Excavation Rescue	Trained for Light Frame Construction and Low Angle Rope Rescue	Trained for Surface Rescue and Non-Structural Entrapment in Non- Collapsed Structures	
Sustained Operations	Capable of sustained heavy operations for 18-24 hours	Medium operations for 12-24 hours; Typically require relief for sustained 24-hour operations	Light operations for 6-12 hours; Typically require assistance from additional team for sustained 12-hour operations	Basic operations for 3-6 hours; Typically require assistance for sustained 6-hour operations	
Safe and Effective Response Operation Incidents	Conduct safe and effective search and rescue operations at incidents involving collapse or failure of heavy floor, pre-cast concrete, and steel frame construction	Conduct safe and effective search and rescue operations at structural incidents involving the collapse of failure of heavy wall construction	Conduct safe and effective search and rescue operations at structure collapse incidents involving the collapse or failure of light frame construction	Conduct safe and effective search and rescue operations at incidents involving non-structural entrapments and minimal removal of debris and building contents	
Specialty Search and Rescue Capabilities	Conduct High Angle Rope Rescue (including highline systems), Confined Space Rescue (permit required), and extraction of entrapped victims for Mass Transportation Rescue Confined Space Permit	Conduct High Angle Rope Rescue (not including highline systems), Confined Space Rescue, and Trench and Excavation Rescue	Conduct Low Angle Rope Rescue		
	PABILITIES: Metric Training and Certification Training Training Sustained Operations Safe and Effective Response Operation Incidents Specialty Search and Rescue	Search & RescuePABILITIES:Type IMetricTrained to the HazMat Technician Level (NFPA 472); Comply with NFPA 1006 Technician Level requirements for their area of specialization or organization; Operations Level for support personnel as outlined in NFPA 1670.TrainingTrained for Heavy Floor Construction, Pre-cast Concrete Construction, Steel Frame Construction, High Angle Rope Rescue (including highline systems), Confined Space Rescue (permit required), and Mass Transportation RescueSustained OperationsConduct safe and effective search and rescue operations at incidents involving collapse or failure of heavy floor, pre-cast concrete, and steel frame constructionSpecialty Search and Rescue CapabilitiesConduct High Angle Rope Rescue (including highline systems), Confined Space Rescue (including high Rope Rescue (permit required), and extraction of entrapped victims for Mass Transportation Rescue	Search & RescuePABILITIES:TYPE ITYPE IIMetricTrained to the HazMat Technician Level (NFPA 472); Comply with NFPA 1006 Technician Level requirements for their area of specialization or organization; Operations Level for support personnel as outlined in NFPA 1670.Trained for Heavy Floor Construction, Pre-cast Construction, Fligh Angle Rope Rescue (permit required), and Mass Transportation RescueTrained for Heavy Floor Construction, Pre-cast Construction, Pre-cast Construction, Steel Frame Construction, Steel (including highline systems), Confined Space Rescue (permit required), and Mass Transportation RescueMedium operations for 12-24 hoursSustained OperationsConduct safe and effective search and rescue operations at incidents involving collapse or failure of heavy floor, pre-cast concrete, and steel frame constructionMedium operations for 12-24 hoursSafe and Effective Response Operation IncidentsConduct safe and effective search and rescue operations at incidents involving collapse or failure of heavy floor, pre-cast concrete, and steel frame constructionConduct High Angle Rope Rescue (including highline systems), Confined Space Rescue (includ	Search & Rescue         KIND:         Teal           PABLITTES:         TYPE I         TyPE II         TryPE II         TryPE III         Trained to the HazMat Training and Certification         Trained to the HazMat Technician Level (NFPA 472): Comply with NFPA 1006 Technician Level organization: Operations Level for support personnel as outlined in NFPA 1670.         Trained to the HazMat First Responder Operational Level (NFPA 472): Comply with organization: Operations Level for support personnel as outlined in NFPA 1670.         Trained to the HazMat First Responder Operations Level for support personnel as outlined in NFPA 1670.         Trained for Light Frame Construction, Pre-cast Construction, Pre-cast Construction, Pre-cast Construction, Pre-cast Construction, Pre-cast Construction, Pre-cast Construction, Pre-cast Construction, Pre-cast Confined Space Rescue (permit required), and Mass Transportation Rescue         Trained for Light Frame Construction and Low Angle Rope Rescue (permit required), and Mass Transportation Rescue         Trained for Light Prame Construction, High Angle Rope Rescue (permit required), and Mass Transportation Rescue         Medium operations for 12-24 hours; Typically require relief for sustained 24-hour operations         Light operations for 6-12 hours; Typically require assistance from additional team for sustained 12-hour operations           Safe and Effective Response Operation Incidents         Conduct safe and effective search and rescue operations at structure ontext ching Angle Rope Rescue (including highline systems), Confined Space Rescue (inclu	PABILITIES:         TYPE I         TYPE II         TYPE II         TYPE III         TYPE III         TYPE III         TYPE IV           Metric         Trained to the HazMat Technician Level (NFPA 472): Comply with 1006 Technician Level equirements for their area of specialization or organization operations Level for support personnel as outlined in NFPA 1670.         Trained to the HazMat First Responder Operational Level (NFPA 472): Comply with organization: Operations Level for support personnel as outlined in NFPA 1670.         Trained for Uph Farame construction, Avareness Level for support personnel as outlined in NFPA 1670.         Trained for Light Frame Construction, Pre-cast Construction, High Angle Rope Rescue (nocluding highline systems), Confined Space Rescue (neution genations for 18-24 hours; Operations for 18-24 hours; Departions Construction         Trained for Light operations for 4-12 hours; Typically require assistance for sustained 6-12 hours; Typically require assistance for sustained 6-12 hours; Typically require assistance for sustained 6-10 nours; Typically require assistance for sustained 6-10 nours; Typically require assistance for sustained 6-10 hours; Typically require assistance for sustained 6-10 nours; Typically require 1 nodents involving non-structural nertworestis and minimal entraspo



		Re	SOURCE: COLLAPSE SEA	RCH AND RESCUE TEAMS		
CATEGORY:	Search & Res			KIND: Tea	m	
	PABILITIES:	ΤΥΡΕ Ι	Type II	TYPE III	Type IV	Other
Component	Metric					
Equipment	Technical Search Resources	Audible and optical search equipment to conduct technical search; Shoring assortment; Rebar cutters; Demolition hammers; Rotary hammers; Reciprocating saws; Hydraulic concrete breakers; Hydraulic vehicle rescue system; Hammer drill; Chain saw; Nail gun; Cutting torch; Assorted hand tools; Generator; Lights; Extensions cords; Hoisting slings and shackles; Rope equipment (kernmantal and lifeline rope, ascenders/descenders, pulleys, tripod hauling system, carabineers); Air blower; Fire extinguishers; Visual inspection devices; Listening devices (seismic and acoustic); Handheld radios	Shoring assortment; Rebar cutters; Demolition hammers; Rotary hammers; Reciprocating saws; Hydraulic concrete breakers; Hydraulic vehicle rescue system; Hammer drill; Chain saw; Nail gun; Cutting torch; Assorted hand tools; Generator; Lights; Extensions cords; Hoisting slings and shackles; Rope equipment (kernmantal and lifeline rope, ascenders/ descenders, pulleys, tripod hauling system, carabineers); Air blower; Fire extinguishers	Shoring assortment; Rebar cutters; Demolition hammers; Rotary hammers; Reciprocating saws; Hydraulic concrete breakers; Hydraulic vehicle rescue system; Hammer drill; Chain saw; Nail gun; Cutting torch; Assorted hand tools; Generator; Lights; Extensions cords; Hoisting slings and shackles; Rope equipment (kernmantal and lifeline rope, ascenders/descenders, pulleys, tripod hauling system, carabineers); Air blower; Fire extinguishers	Shoring assortment; Rebar cutters; Reciprocating saws; Chain saw; Assorted hand tools; Generator; Lights; Extensions cords; Air blower; Fire extinguishers	
Breathing Apparatus	Materials and Supplies	Breathing apparatus; Self- contained (SCBA); Respiratory protection; Air bags	Air bags	Air bags		
Medical Equipment	Materials and Supplies	Medical aid equipment; Backboards; Stokes stretcher	Medical aid equipment; Backboards; Stokes stretcher	Medical aid equipment; Backboards; Stokes stretcher	Medical aid equipment; Backboards; Stokes stretcher	
HazMat Equipment Comments:	Materials and Supplies	HazMat monitoring equipment; Sampling detection kit, 4-gas meters; Rad monitoring; Decontamination equipment; 4-gas meter private technical rescue team tha	HazMat monitoring equipment; Sampling detection kit; 4-gas meters; Rad monitoring; Decontamination equipment; 4-gas meter	4-gas meter		



		Resou	RCE: MINE AND TUNNEL SEA	RCH AND RESCU	UE TEAN	Λ	
CATEGORY:	Search & Rescu	ue (ESF #9)		KIND:	Team		
MINIMUM CA	PABILITIES:	Type I	Түре ІІ	TYPE III		Type IV	OTHER
Component	Metric	Inactive or Abandoned	Active mines or tunnels				
		Mines or Tunnels	under construction				
Team	Personnel	8 members (at least 5 qualified on	8 members (at least 5 qualified on breathing				
		breathing apparatus)	apparatus)				
Personnel	Training	Same as Type II, plus: Understanding forces involved in technical rope systems; Proficiency in the selection and set up of rescue anchors; Ability to construct and operate simple and compound mechanical advantage systems, belay systems and lowering systems; Proficiency in technical litter evacuations in a vertical environment	20 hour MSHA initial training on use of breathing apparatus; Refresher training sessions underground with breathing apparatus at least every 6 months; Use and care of auxiliary mine rescue equipment; Mine searching and mapping; Mine ventilation procedures and equipment; Mine firefighting; Any advanced mine rescue training and procedures, as described by MSHA; Basic First Aid/CPR				
Team	Equipment	Same as Type II	6 4-hour self-contained oxygen breathing apparatus and any necessary equipment for testing such breathing apparatus before putting it into service				
Team	Equipment	Same as Type II	1 extra, fully charged, oxygen bottle and 6 spare coolant canisters compatible with the breathing apparatus				
Team	Equipment	Same as Type II	1 oxygen pump or cascading system with portable supply of pressurized oxygen to compatible with the breathing apparatus				
Team	Equipment	Same as Type II	10 permissible cap lamps and charging rack				
Team	Equipment	Same as Type II	2 gas detectors capable of				



		Resou	RCE: MINE AND TUNNEL SEAF	RCH AND RESCU	UE TEAM		
CATEGORY:	Search & Rescu	ie (ESF #9)		KIND:	Team		
MINIMUM CA	PABILITIES:	TYPE I	Type II	Type III		ΤΥΡΕ Ιν	Other
Component	Metric	Inactive or Abandoned Mines or Tunnels	Active mines or tunnels under construction				
			reading oxygen levels, and any flammable or poisonous gases encountered or anticipated at the rescue location				
Team	Equipment	Same as Type II	1 portable mine rescue communications system at least 1,000 feet in length				
Team	Equipment	Same as Type II	Necessary spare parts and tools for repairing the breathing apparatus or communications system				
Team	Equipment	Sufficient rope and hardware to support complex rigging					
Personnel	Equipment	Same as Type II, plus full body harness	Head protection compatible with cap lamps; Gloves; Flame protective outerwear; Footwear appropriate to the environment				
Equipment	Transportation Resources	Same as Type II	Transportation for all personnel and equipment to mine site				
COMMENTS:							



		R	ESOURCE: MOUNTAIN SEA	ARCH AND RESCUE TEAM		
CATEGORY:	Search & Re	escue (ESF #9)		KIND: Tea	m	
	PABILITIES:	Туре І	TYPE II	TYPE III	Type IV	Other
Component	Metric					
Team	Personnel	Field team leader; Field team members; Medical specialist	Field team leader; Field team members; Medical specialist	Field team leader; Field team members; Medical specialist	Field team leader; Field team members; Medical specialist	
Personnel Training	Navigation Training	Same as Type II	Same as Type III	Same as Type IV, plus proficiency in back country navigation including: The ability to triangulate a position, ascertain a UTM, utilize GPS, and follow a route to a new location using a topographical map and compass	Navigation (map and compass)	
Personnel Training	Survival Training	Operational and technical proficiency in personal survival in mountainous terrain and snow and ice environments	Operational and technical proficiency in personal survival in mountainous terrain and snow and ice environments	Technical proficiency in personal survival in mountainous terrain and snow and ice environments	Technical proficiency in personal survival in mountainous terrain	
Personnel Training	Technical Training	Same as Type II, plus proficient at estimating the mechanical forces involved in technical rescue systems and estimating factors of safety; Proficiency in the use, placement and analysis of mechanical anchors and anchor systems; Proficiency in the use of highlines; Proficiency in the use of slings, etriers, Prusik hitches and mechanical ascenders; Proficiency in the organization and direction of technical litter evacuation	Same as Type III, plus understanding of the mechanical forces involved in technical rescue systems; Proficiency in the selection and setup of rescue anchor systems; Proficiency in technical litter evacuation and transport; Litter descents (on steep, vertical, and overhanging rock, on scree and snow, and traversing); Lowering of a subject without a litter; Raising a subject or litter; Knowledge of procedures involved with helicopter transport	Proficiency in bagging, coiling, throwing and storing static and dynamic ropes; Proficiency in tying common knots, and knowledge of their applications and strength efficiencies; Proficiency in search techniques including in hasty and line search techniques, directing line searches, and probe lines		



		R	ESOURCE: MOUNTAIN SEA	ARCH AND RESCUE TEAM		
CATEGORY:	Search & Res	cue (ESF #9)		KIND: Tea	m	
MINIMUM CA	PABILITIES:	Type I	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other
Component	Metric					
Personnel Training	Alpine Training	Proficiency in winter camping in any area, including above timberline; Proficiency in snow and ice climbing; Proficiency in avalanche search and rescue, including recognition of avalanche hazards, avalanche search and rescue organization and leadership, scuff searches, use of SAR dogs; Proficiency in high and low-angle, technical snow and ice rescues and evacuations	Ability to recognize avalanche hazards and to perform avalanche search and rescue including probe lines and avalanche; Avalanche awareness training	Understanding of the fundamentals of mountain weather; Avalanche awareness training	Basic understanding of mountain weather; Ability to walk in mountainous terrain; Ability to backpack personal equipment plus one rope at least four miles with an elevation gain of at least 2000 feet; Avalanche awareness training	
Personnel	Basic Training	Same as Type II, plus technical proficiency in one- person rescue and self- rescue techniques; Proficiency in mantracking; Ability to integrate into and operate using ICS; Ability to plan, organize and direct search and rescue missions	Same as Type III, plus ability to operate using ICS	Same as Type IV	Proficiency in search techniques; Awareness of mantracking and maintaining site integrity; Understanding of the ICS	
Medical Specialist	Training	National standard EMT curriculum; ACLS, BTLS	National standard EMT-B curriculum or advanced wilderness first responder; BTLS	Same as Type IV	National standard first responder or wilderness first responder curriculum; BTLS	
Team	Sustained Operations	60 hours	48 hours	24 hours	12 hours	
Team	Rescue Capabilities	Same as Type II, plus: Highly trained rescue personnel with multipitch, high-angle experience on vertical rock, ice, and steep snow	Same as Type III, plus single-pitch, high-angle rock rescue	Backcountry, low-angle scree evacuation	Trained rescue personnel with experience in non- technical backcountry evacuation/carryouts	



		R	ESOURCE: MOUNTAIN SEA	ARCH AND RESCUE TEAM		
CATEGORY:	Search & Res	scue (ESF #9)		KIND: Tea	m	
MINIMUM CA	PABILITIES:	Type I	TYPE II	TYPE III	Type IV	Other
Component	Metric					
Team	Search Capabilities	Capable of searching during the day or night; Capable of searching any terrain, including severe rock; Competent IC and section chief	Capable of searching steep, timbered terrain, excluding severe rock, day or night; Competent search team leaders/technicians	Self-sustaining for 48 hours in all weather/terrain, except severe winter/rock	Capable of searching moderate terrain; May be outdoorsmen with basic training	
Team Rescue Equipment	Supplies and Materials	Same as Type II, plus 8-10 ropes of various lengths (200-400 ft)	Same as Type III, plus 6-8 ropes of various lengths and a full complement of rescue/climbing gear	Same as Type IV, plus 4-6 ropes of various lengths	Harnesses; Helmets; Basic hardware; Rope; Radio communications on a common frequency	
Search Equipment	Supplies and Materials	Equipped to be self- sustaining for 60 hours in all environments; Radio communications on common frequency	Equipped to be self- sustaining for 48 hours in all environments; Radio communications on common frequency	Equipped to be self- sustaining for 24 hours in all weather/terrain, except severe winter/rock	Equipped to be self- sustaining for 12 hours in all weather/terrain, except severe winter/rock	
Personal Equipment	Supplies and Materials	Same as Type II, plus food for 60 hours	Same as Type III, plus water container of two- liter capacity and/or quantity of water appropriate for the conditions; Food for 48 hours; Second light source	Same as Type IV	Appropriate clothes and footgear for both fair and foul weather; Water container of 1-liter capacity and/or quantity of water appropriate for the conditions; Day pack; Five large, heavy-duty plastic trash bags; Food for 24 hours; Headlamp or flashlight; Lighter, matches and candle, or equivalent waterproof fire source; Knife; Compass; Personal First Aid Kit; Waterproof pen/pencil and paper; Whistle; Two pairs plastic or vinyl examination gloves	
Medical Equipment	Supplies and Materials	As appropriate for level of training, as applied in wilderness environment and meeting local protocols and requirements	As appropriate for level of training, as applied in wilderness environment and meeting local protocols and requirements	As appropriate for level of training, as applied in wilderness environment and meeting local protocols and requirements	As appropriate for level of training, as applied in wilderness environment and meeting local protocols and requirements	



	RESOURCE: MOUNTAIN SEARCH AND RESCUE TEAM									
CATEGORY:	Search & Res	am								
MINIMUM CAPABILITIES:		ΤΥΡΕ Ι	Type II	TYPE III	TYPE IV	Other				
Component	Metric									
Comments:	S: <u>Mountain Search and Rescue Team</u> : Search for and rescue people in trouble either above the timberline or in high-angle areas below the timberline, which can include glacier, crevasse, backcountry and alpine search and rescue, and educate the population in safe activities so they will be able to avoid the dangers that result in the need for rescue. Definitions									
	GPS	Global Positioning System								
	Navigation	The practice of charting a co	urse for a group of people (team)	) using basic tools such as a ma	p and compass.					



		R	ESOURCE: RADIO DIREC	TION FINDING TEAM		
CATEGORY:	Search & Rescue (			KIND: Tear	m	
	PABILITIES:	Түре І	TYPE II	TYPE III	Type IV	Other
Component	Metric					
Team	Personnel	Team leader and team members to support at least 2 operational field units (at least 1 team member must be a medical specialist – EMT or higher); Management staff following ICS model	Team leader and team members to support at least 2 operational field units; Management staff following ICS model	Team leader; Team member(s)	Team	
	Crew Availability	Available for more than 1 full day of operations	Available for more than 1 full day of operations	Available for at least 1 full day of operations		
	Training	Must be able to operate the team's equipment; Team is expected to be able to triangulate a distress beacon to its source; Team members must be experienced in coordinating with other search teams and aircrews; Team members must have training for operations in remote locations for extended periods; One member of each team must have advanced medical training to the EMT level	Must be able to operate the team's equipment; Team is expected to be able to triangulate a distress beacon to its source; Team members must be experienced in coordinating with other search teams; Team members must have training for operations in limited remote locations for extended periods	Must be able to operate the team's equipment; Team is expected to be able to triangulate a distress beacon to its source in moderate terrain; Team members are not expected to operate in remote field locations for extended periods		
	Transportation	4x4 vehicles that can transport each team throughout the search area	Vehicles that can transport each team throughout the search area; 4x4s are not required, but recommended	1 vehicle that can transport the team throughout the search area; 4x4s are not required, but recommended		
Equipment	Clothing	Appropriate level of PPE for working environment	Appropriate level of PPE for working environment	Appropriate level of PPE for working environment	Equipment	
	Communications	VHF Radios; Cell Phone	VHF Radios; Cell Phone	Cell Phone		
	Electronic	At least one Handheld Portable Electronic Direction Finder per team	At least one Handheld Portable Electronic Direction Finder per team	At least one Handheld Portable Electronic Direction Finder		



-	<u> </u>		ESOURCE: RADIO DIREC					
CATEGORY: Search & Rescue (ESF #9) KIND: Team								
MINIMUM CAP	ABILITIES:	TYPE I	TYPE II	TYPE III	TYPE IV	OTHER		
Component	Metric							
	Rescue	Equipment to support remote extrication and field transport of aircraft crash survivors	None required	None required				
Management Support	Overhead Incident Management	Incident staff capable of managing electronic direction-finding operations	Incident staff capable of managing electronic direction-finding operations	Unit level mission release; No search management capabilities	Management support			
Comments:	Team members will availability of specifi for Type II and III tea	c personnel, only that crews a	of 12-hour shifts, depending on re available to those specification	individual unit policies and pro ons. Medical support and tech	cedures. Crew availability does nical rescue equipment is expec	s not require continuous ted to be provided by local EMS		



	RESOURCE: SWIFTWATER/FLOOD SEARCH AND DIVE RESCUE TEAM							
CATEGORY:	Search & Res			KIND: Team				
	PABILITIES:	Түре І	Type II	TYPE III	Type IV	Other		
Component	Metric							
Personnel	# of people	14-member team	6-member team	4-member team	3-member team			
Technical	Minimum	2	1	1				
Animal	number							
Rescue								
Personnel								
ALS Certified	Minimum	2						
Personnel	number							
Helicopter/	Minimum	4	2					
Aquatic	number							
Rescue								
Operations								
Personnel								
Powered	Minimum	4	2					
Boat	number							
Operators								
SCUBA	Minimum	4	2	2				
Trained	number							
Support								
Personnel								
with								
Equipment	Number and	EMT-B (14), EMT-P (2)	EMT-B (1)	EMT-B (1)	EMT-B (1)			
EMTs	Number and level							
Team	Composition	2 managers; 2 squad leaders; 10 personnel	1 squad leader; 5 personnel	1 squad leader; 3 personnel	1 squad leader; 2 personnel			
Team	Sustained	24-hour operations	24-hour operations	18-hour operations	18-hour operations			
	operations							
Team	Capabilities	Manage search operations;	Manage search operations;	Assist in search operations;	Low-risk operations; Land-			
		Power vessel operations;	Power vessel operations;	Nonpowered water craft;	based; HazMat; BLS			
		Helicopter rescue operational; HazMat; Animal	Helicopter rescue operational; HazMat; Animal	HazMat; Animal rescue; BLS				
		rescue; ALS;	rescue; BLS					
		Communications; Logistics						
Team	Specialty	In-water contact rescues;	In-water contact rescues;	In-water contact rescue and				
	S&R	Dive rescue; Technical rope	Dive rescue; Technical rope	dive rescue				
	Capabilities	systems	systems					



	RESOURCE: SWIFTWATER/FLOOD SEARCH AND DIVE RESCUE TEAM							
CATEGORY:	Search & Res			KIND: Team				
	PABILITIES:	Type I	Type II	TYPE III	Type IV	Other		
Component	Metric							
Team	Training	Class 3 paddle skills; Contact and self-rescue skills; HazMat; Helicopter operations Awareness; ICS; Swiftwater rescue technician; Technical rope rescue; Divers to have 80 hours of formal public safety diver training	Class 3 paddle skills; Contact and self-rescue skills; HazMat; Helicopter operations Awareness; ICS; Swiftwater rescue technician; Technical rope rescue; Divers to have 60 hours of formal public safety diver training	Class 3 paddle skills; Contact and self-rescue skills; HazMat; ICS; Swiftwater rescue technician; Divers to have 60 hours of formal public safety diver training	Class 3 paddle skills; Contact and self-rescue skills; HazMat; ICS; Swiftwater rescue technician			
Team	Certifications	ALS; Advanced First Aid & CPR	BLS; Advanced First Aid & CPR	BLS; Advanced First Aid & CPR	BLS; Advanced First Aid & CPR			
Equipment	Transportation Resources	Equipment trailer; Personnel support vehicle						
Communi- cations Equipment	Materials and Supplies	Aircraft radio; Batteries; Headset; Portable radios; Cell phone	Aircraft radio; Batteries; Headset; Portable radios; Cell phone	Batteries; Headset; Portable radios; Cell phone	Batteries; Portable radios; Cell phone			
Medical Equipment	Materials and Supplies	ALS medical kit; Blankets; Spineboard; Litter	BLS medical kit; Blankets; Spineboard; Litter	BLS medical kit; Blankets; Litter	BLS medical kit; Blankets			
Personal Equipment	Materials and Supplies	Flares; Markers; Bags; Life Vests; Fins; Flashlight; Gloves; HEED; Lamps; Helmets; Light sticks; PFD Type V; Knives; Shoes; Whistles	Flares; Markers; Bags; Fins; Life vests; Flashlight; Gloves; HEED; Lamps; Helmets; Light sticks; PFD Type V; Knives; Shoes; Whistles	Flares; Markers; Bags; Fins; Flashlight; Gloves; Lamps; Helmets; Light sticks; PFD Type III/IV; Knives; Shoes; Whistles	Flares; Markers; Bags; Flashlight; Gloves; Helmets; Light sticks; PFD Type III/IV; Knives; Shoes; Whistles			
SCUBA Equipment	Materials and Supplies	SCUBA cylinder; Buoyancy compensator; Weight belt; 2 cutting tools; Chest harness & snap shackle; Full face mask; U/W communication; Dry suit; Search line; Spare SCUBA cylinder	SCUBA cylinder; Buoyancy compensator; Weight belt; 2 cutting tools; Chest harness & snap shackle; Full face mask; U/W communication; Dry suit; Search line; Spare SCUBA cylinder	SCUBA cylinder; Buoyancy compensator; Weight belt; 2 cutting tools; Chest harness & snap shackle; Full face mask; U/W communication; Dry suit; Search line; Spare SCUBA cylinder				
Rescue Boat and Equipment	Type and number	Fueled (2)	Fueled (1)	Non-powered 4 person (1)				
COMMENTS:	Conduct search a effectively conduct		environments including swiftwate	er and flood conditions. Water res	scue teams come with all team ec	uipment required to safely and		



	RESOURCE: US&R Incident Support Team							
CATEGORY:	Search & Res	scue (ESF #9)		KIND:	Team			
MINIMUM CA	PABILITIES:	Түре І	TYPE II	TYPE III	Type IV	Other		
Component	Metric							
Personnel	Number of People per Response	30-60-person response depending on the needs of the incident	22-person response					
Personnel	Training	Qualified National US&R Response System	Qualified National US&R Response System					
Personnel	Areas of Specializa- tion	Provide staffing to fill all necessary ICS functions to the assigned incident: Provide technical assistance in the acquisition and utilization of ESF #9 resources through advice; Incident command assistance; Incident response planning; Management and coordination of US&R task forces; Obtaining ESF #9 logistical support	Provide staffing for 14 ICS functions activated to provide technical assistance in the acquisition and utilization of ESF #9 resources through advice; Incident command assistance; Incident response planning; Management and coordination of US&R task forces; Obtaining ESF #9 logistical support					
Personnel	Sustained Operations	24-hour operations for a minimum of 14 days before requiring personnel rotations and can provide administrative and living support if necessary	Type 2 is an advanced element of Type 1; Will require supplemental IST staff to perform 24-hour operations rotations					
Personnel	Organization	Fully staffed US&R multi- functional management team; Organized based on ICS guidelines, Command and Command Staff and Operations, Planning, Logistics, Finance and Administration	Organized based on ICS guidelines, Command and Command Staff and Operations, Planning, Logistics, Finance and Administration					
Equipment		Living support as necessary	Living support as necessary					
Equipment	Computer Supplies	Ink cartridge; CD; Computer; Disk; DVD; Modem; Mouse; Mouse pad; Printer; Scanner	Ink cartridge; CD; Computer; Disk; DVD; Modem; Mouse; Mouse pad; Printer; Scanner					



	RESOURCE: US&R Incident Support Team							
CATEGORY:	Search & Res	cue (ESF #9)		KIND:	Team			
MINIMUM CA	PABILITIES:	Type I	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other		
Component	Metric							
Equipment	Communi- cation Equipment	Antennas; Celwave; Fax; GPS; Microphone; Pager; Phone; Radio; Repeater; Receiver; Recorder; Repeater; Satellite; Satellite phone; Speaker phone	Antennas; Celwave; Fax; GPS; Microphone; Pager; Phone; Radio; Repeater; Receiver; Recorder; Repeater; Satellite; Satellite phone; Speaker phone					
Equipment	Tools	Blade; Can opener; Chisel; Drill; Drill bit; Fire extinguisher; Flashlight; Guywire; Hammer; Handtruck; Knife; Level; Lightstick; Measuring tape; Nails; Paint; Pump; Rope; Shovel; Screwdriver; Smoke detector; Saw; Wrench; Toolkit; Tool bag; Wire brad; Wrecking bar; Wrench	Blade; Can opener; Chisel; Drill; Drill bit; Fire extinguisher; Flashlight; Guywire; Hammer; Handtruck; Knife; Level; Lightstick; Measuring tape; Nails; Paint; Pump; Rope; Shovel; Screwdriver; Smoke detector; Saw; Wrench; Toolkit; Tool bag; Wire brad; Wrecking bar; Wrench					
Equipment	Power Supply	Battery; Bulb; Charger; Electric cord; Extension cord; Generator; Grounding; Power adapter; Power cord; Power supply; Socket; Surge protector; Transformer; Watt meter	Battery; Bulb; Charger; Electric cord; Extension cord; Generator; Grounding; Power adapter; Power cord; Power supply; Socket; Surge protector; Transformer; Watt meter					
Equipment	Administrative Supplies	Accounting book; Acetate; Binder clip; Chalk; Chalk line Bracket; Calculator; Clipboard; Envelope; Etcher; FEMA logo; Filing box; Flip chart; Folder; Form; Glue; Handbook; Hole punch; Laminating sheets; Letter tray; Marker; Marker-board; Measuring tape; Memo pad; Name tag; Note pad; Paint; Paper; Paper clip; Pen; Pencil; Push pins; Rubber band; Ruler; Scissor; Sheet protector; Shrink wrap; Sign; Stamp; Staple; Stapler;	Accounting book; Acetate; Binder clip; Chalk; Chalk line Bracket; Calculator; Clipboard; Envelope; Etcher; FEMA logo; Filing box; Flip chart; Folder; Form; Glue; Handbook; Hole punch; Laminating sheets; Letter tray; Marker; Marker-board; Measuring tape; Memo pad; Name tag; Note pad; Paint; Paper; Paper clip; Pen; Pencil; Push pins; Rubber band; Ruler; Scissor; Sheet protector; Shrink wrap; Sign; Stamp; Staple; Stapler;					



	RESOURCE: US&R Incident Support Team						
CATEGORY:	Y: Search & Rescue (ESF #9) KIND: Team						
MINIMUM CA	PABILITIES:	TYPE I	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other	
Component	Metric						
		Staple remover; Stationery; Stenopad; Tape; Tape dispenser; Three hole punch; White out; Writing pad	Staple remover; Stationery; Stenopad; Tape; Tape dispenser; Three hole punch; White out; Writing pad				
Equipment	Logistics Equipment	Can opener; Cleaner; Clock; Cup; Garbage bag; Road atlas; Tissue; Toilet paper; Zip-lock bags; A/C unit; Blanket; Chair; Commode; Cot; Fan; MRE; Pillow; Sheet; Sleeping bag; Sleeping pad; Table; Tarp; Tent; Towel; Water	Can opener; Cleaner; Clock; Cup; Garbage bag; Road atlas; Tissue; Toilet paper; Zip-lock bags; A/C unit; Blanket; Chair; Commode; Cot; Fan; MRE; Pillow; Sheet; Sleeping bag; Sleeping pad; Table; Tarp; Tent; Towel; Water				
Comments:					utilization of ESF 9 resources through are self-sufficient and mobilize within 2		



	RESOURCE: US&R TASK FORCES						
CATEGORY:	Search & Res	scue (ESF #9)		KIND:	Team		
	PABILITIES:	Түре І	TYPE II	Type III	ΤΥΡΕ Ιν	Other	
Component	Metric						
Personnel	Number of People per Response	70-person response	28-person response				
Personnel	Training	NFPA 1670 Technician Level in area of specialty; Support personnel at Operations Level	NFPA 1670 Technician Level in area of specialty; Support personnel at Operations Level				
Personnel	Areas of Specializa- tion	High angle rope rescue (including highline systems); Confined space rescue (permit required): Advanced Life Support (ALS) intervention; Communications; WMD/HM operations; Defensive water rescue	Light frame construction and basic rope rescue operations; ALS intervention; HazMat conditions; Communications; and trench and excavation rescue				
Personnel	Sustained Operations	24-hour S&R operations; Self-sufficient for first 72 hours	12-hour S&R operations; Self-sufficient for first 72 hours				
Personnel	Organization	Multidisciplinary organization of Command; Search; Rescue; Medical; HazMat; Logistics; Planning	Multidisciplinary organization of Command; Search; Rescue; Medical; HazMat; Logistics; Planning				
Equipment	Sustained Operations	Potential mission duration of up to 10 days	Potential mission duration of up to 10 days				
Equipment	Rescue Equipment	Pneumatic Powered Tools; Electric Powered Tools; Hydraulic Powered Tools; Hand Tools; Electrical; Heavy Rigging; Technical Rope; Safety	Pneumatic Powered Tools; Electric Powered Tools; Hydraulic Powered Tools; Hand Tools; Electrical; Heavy Rigging; Technical Rope; Safety				
Equipment	Medical Equipment	Antibiotics/ Antifungals; Patient Comfort Medication; Pain Medications; Sedatives/Anesthetics/Paraly tics; Steroids; IV Fluids/Volume; Immunizations/Immune Globulin; Canine Treatment;	Antibiotics/Antifungals; Patient Comfort Medication; Pain Medications; Sedatives/ Anesthetics/Paralytics; Steroids; IV Fluids/Volume; Immunizations/Immune Globulin; Canine Treatment; Basic Airway; Intubation; Eye				



			RESOURCE: US&R 1	TASK FORCES			
CATEGORY:	Y: Search & Rescue (ESF #9) KIND: Team						
MINIMUM CA	PABILITIES:	Түре І	Type II	Type III	TYPE IV	Other	
Component	Metric						
		Basic Airway; Intubation; Eye Care Supplies; IV Access/Administration; Patient Assessment Care; Patient Immobilization/ Extrication; Patient/PPE; Skeletal Care; Wound Care; Patient Monitoring	Care Supplies; IV Access/ Administration; Patient Assessment Care; Patient Immobilization/Extrication; Patient/ PPE; Skeletal Care; Wound Care; Patient Monitoring				
Equipment	Technical Equipment	Structures Specialist Equip.; Technical Information Specialist Equip.; HazMat Specialist Equip.; Technical Search Specialist Equip.; Canine Search Specialist Equip.	Structures Specialist Equip.; Technical Information Specialist Equip; HazMat Specialist Equip; Technical Search Specialist Equip.; Canine Search Specialist Equip.				
Equipment	Communi- cations Equipment	Portable Radios; Charging Units; Telecommunications; Repeaters; Accessories; Batteries; Power Sources; Small Tools; Computer	Portable Radios; Charging Units; Telecommunications; Repeaters; Accessories; Batteries; Power Sources; Small Tools; Computer				
Equipment	Logistics Equipment	Water/Fluids; Food; Shelter; Sanitation; Safety; Administrative Support; Personal Bag; Task Force Support; Cache Transportation/Support; Base of Operations; Equipment Maintenance	Water/Fluids; Food; Shelter; Sanitation; Safety; Administrative Support; Personal Bag; Task Force Support; Cache Transportation/Support; Base of Operations; Equipment Maintenance				
Comments:	equipped by FE		orces, totally self-sufficient for the fir I rescue in collapsed buildings, prov te damaged structures.				



	RESOURCE: WILDERNESS SEARCH AND RESCUE TEAM					
CATEGORY:	Search & Rescue			KIND: Team		
MINIMUM CA	PABILITIES:	TYPE I	TYPE II	TYPE III	ΤΥΡΕ Ιν	Other
Component	Metric					
Team	Rescue Capabilities	Same as Type II	Backcountry, low-angle evacuation	Same as Type IV	Trained rescue personnel with experience in nontechnical backcountry evacuation/carryouts supported by local technical experts	
Team	Search Capabilities	Capable of conducting self-sustaining full search operations for 72 hours in all weather and low-angle wilderness terrain; Competent and experienced Incident Command staff	Capable of conducting self-sustaining full search operations for 48 hours in all weather and low-angle wilderness terrain; Competent and experienced Incident Command staff	Same as Type IV	Capable of searching high-probability local wilderness terrain for short durations (24 hours or less)	
Team	Personnel	At least 6 team leaders and 48 team members to support at least 6 operational field units (at least 1 member of each team must be a medical specialist – see below); Management staff following ICS model	At least 4 team leaders and 28 team members to support at least 4 operational field units (at least 1 member of each team must be a medical specialist – see below); Management staff following ICS model	At least 2 team leaders and 6 team members to support at least 2 operational field units; Must be supported by local EMS and technical rescue personnel	At least 1 team leader and 3 team members; Must be supported by local EMS and technical rescue personnel	
	Medical Specialist	National standard EMT curriculum; ACLS, BTLS	National standard EMT-B curriculum or wilderness first responder; BTLS	Not required – supported by local EMS	Not required – supported by local EMS	
	Overhead Incident Management	Incident staff capable of managing wilderness search operations	Incident staff capable of managing wilderness search operations	Unit level mission release; No search management capabilities	Unit level mission release; No search management capabilities	
	Crew Availability	Available for more than 1 full day of operations	Available for more than 1 full day of operations	Available for at least 1 full day of operations	Available for at least 1 full day of operations	
	Sustained Operations	72 hours	48 hours	24 hours	24 hours	
	Training	Same as Type II, plus: Personnel demonstrate proficiency in mantracking and working with expert mantrackers	Same as Type III, plus: 1 member of each team must be current to the requirements of the medical specialist (see above); Must also be knowledgeable of procedures involved with helicopter	Same as Type IV, plus: Proficiency in backcountry navigation (including the ability to triangulate a position, ascertain a UTM, use GPS, and follow a route to a new location using a	Must be able to operate the team's equipment; Team members are not expected to operate in remote field locations for extended periods; Must have basic navigation training using a map and compass; Must have	



		Res	OURCE: WILDERNESS SEA	ARCH AND RESCUE TEA	Μ	
CATEGORY:	Search & Rescue	e (ESF #9)		KIND: Te	am	
MINIMUM CA	PABILITIES:	TYPE I	Type II	TYPE III	Type IV	Other
Component	Metric					
			transport and coordination with search crews, both ground and air; Must have the ability to operate in an ICS structure, and be able to plan, organize, and direct search and rescue missions; Team members must have training for operations in remote locations for extended periods	topographical map and compass); Must be proficient at conducting and directing search lines	mantracking and maintaining site integrity; Must have a basic understanding of the ICS; Must have proficiency in hasty search techniques	
	Transportation	4x4 vehicles that can transport each team throughout or to the search area	Vehicles that can transport each team throughout or at least to the search area; 4x4s are not required, but recommended	1 vehicle that can transport each team throughout or at least to the search area; 4x4s are not required, but recommended	1 vehicle that can transport the team throughout or at least to the search area; 4x4s are not required, but recommended	
Equipment	Clothing	Same as Type II	Same as Type III	Same as Type IV	Appropriate level of PPE for working environment	
	Communications	Same as Type II	Same as Type III, plus VHF capability to communicate with aircraft	Same as Type IV, plus VHF communications capability with other teams	<ul> <li>VHF Radios for team communications; Cell Phone</li> </ul>	
	Search & Rescue	Same as Type II	Equipment to support remote extrication and field transport of survivors	None required	None required	
	Supplies	Equipped to be self-sustaining for 72 hours in local wilderness environments	Equipped to be self-sustaining for 48 hours in local wilderness environments	Same as Type IV	Equipped to be self-sustaining for 24 hours in local wilderness environments	
	Medical	Same as Type II	Same as Type III, plus ability to support survivors	Same as Type IV	As appropriate for level of training, as applied in wilderness environment and meeting local protocols and requirements for support of the team	
Comments:	of specific personnel,	only that crews are available		me personnel may have exter	edures. Crew availability does not require ided assignments in the field. Medical su / teams.	

## OKALOOSA COUNTY CEMP

## **CRITICAL FACILITIES AND MAPS**

(Maps of evacuation zones follow the tables)

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	FIRE STATIONS				
STATION	PHYSICAL ADDRESS	GPS <sup>* *</sup>			
Almarante VFD	3710 Old California Rd (, Laurel Hill 32567	N30* 56' 11.944 W86* 28' 46.749			
Baker VFD	5807 Monroe St., Baker 32531	N30*47.875 W86*40.899			
Blackman FD VFD	1850 HWY 2, Blackman, FL	N30" 55" 29.143 W86 38" 05.696			
Crestview FD Main	203 Woodruff Ave Crestview, FL 32536	N30*45.465' W86*34.290'			
Crestview FD St 3	585 BROOKMEADE DR, CRESTVIEW	N30" 42" 40.006" W 86" 35" 01.018"			
Crestview FD St 2	2106 PJ Adams Crestview, FL 32536	N30" 43" 59.975" W 86" 33" 35.801"			
Destin Crystal Beach STN 10	1001 Airport Rd. Destin 32531	N30*23.732' W86*28.100'			
Destin FD Main Station STN 9	848 Airport Rd Destin 32531	N30" 23" 47.159 W86" 28" 50.963			
Dorcas VFD STN 1	5871 CR 393 Crestview (Dorcas Community) 32539	N30*47.512' W86*24.515'			
Dorcas VFD STN 2	5232 Deer Springs Dr. Crestview 32539	N30*45.030' W86*26.200'			
Florosa FD STN 5 CAT 4 SURGE RISK	1900 WHwy 98 Florosa	N30*24.713' W86*44.264'			
Ft. Walton Beach FD Main Station CAT 4-5 SURGE RISK	5 Hollywood Blvd NE Ft. Walton Beach	N30*27.786' W86*36.688'			
FORT. Walton Beach STN 7	1968 Lewis Turner Blvd, FORT WALTON BEACH, FL 32547	N30*27.928' W86*37.060'			
Holt VFD	490 Hwy 90 W, Holt 32564	N30* 42' 47.501 W86*45' 02.872			
Laurel Hill VFD	8209 Hwy 85 N, Laurel Hill 32567	N30*58.11 W86*27.61			

#### FIRE STATIONS

<sup>\*</sup> All GPS coordinates use the WGS84 datum

F	•	·
Mary Esther FD CAT 4-5 SURGE RISK	195 Christobal Rd Mary Esther 32569	N30*24.731 W86*39.800
Niceville FIRE DEPARTMENT	216 N PARTIN DR Niceville 32578	N30*31.28.659 W86* 28' 27.971
North Bay FD CAT 5 SURGE RISK	1024 White Point Rd (SR 293) Niceville (Bluewater area) 32578	N30*28'10.649 W86*24' 59.136
North Okaloosa FD Airport	5545 John Givens Rd. Crestview, FL 32539	N30*46.325' W86*31.080'
North Okaloosa FD Auburn	6186 Hwy 85 N Crestview, FL 32536	N30*49.372' W86*32.225'
North Okaloosa FD Milligan	5241 Hwy 4 Milligan, FL	N30*45.218' W86*38.691'
Ocean City Wright FD Shalimar STN 2 CAT 4-5 SURGE RISK	1252 N. Eglin Pky Shalimar, FL 32579	N30*26.754 W86*34.847
Ocean City/ Wright FD Main STN 1	2 NE Racetrack Rd FORT. Walton Beach 32547	N30*26.976' W86*36.800'
Ocean CityWright FD STN 3 FORT WALTON BEACH	24 Oak St. FORT Walton Beach, FL 32548	
Okaloosa Island FD STN 4 CAT 2 SURGE RISK	105 Santa Rosa Blvd FORT Walton Beach 32548	N30*23.893' W86*35.967'
Valparaiso	431 Hwy 190 Valparaiso, FL 32580	N30*30.637' W86*30.010'

# LAW ENFORCEMENT

AGENCY & ADDRESS	GPS	SWORN OFFICERS (Includes fully-certified part- time officers)
Crestview Police Department 201 STILLWELL BLVD Crestview, FL 32536	N30*45.465' W86*34.290'	27
Fort Walton Beach Police Department 7 Hollywood Blvd NE, Fort Walton Beach, FL 32548	N30*24.786' W86*36.688'	53 CAT 4-5 SURGE RISK
Niceville Police Department 212 North Partin Dr. Niceville, FL 32578	N30*31.420' W86*28.519'	20
Okaloosa Sheriff South Office	N30*26.31'	184

# Appendix IV-7-3

50 Second Street,	W86*34.44	
Shalimar 32579		CAT 4-5 SURGE RISK
Okaloosa Sheriff Office - North	N30*45.918'	See above
296 Brackin St.,	W86*33.520'	
Crestview 32539		
Okaloosa County Corrections	N30*45.747'	77
Board of County Commissioners	W86*33.498'	
1200 E James Lee Blvd		
Crestview, FL 32539		
Shalimar Police Department	N30*26.327'	5
2 Cherokee Dr.,	W86*34.977'	CAT 4-5 SURGE RISK
Shalimar 32579		
Valparaiso Police	N30*30.637'	14
465 Valparaiso Pkwy	W86*30.010'	
Valparaiso, FL 32580		

#### **GOVERNMENT CENTERS**

	JOVERNIMEN	I CLINILING
FACILITY & ADDRESS	GPS	REMARKS
Cinco Bayou Town Hall	N30*25.394'	CAT 4-5 SURGE RISK
10 NE Yacht Club Dr.	W86*36.752'	
Ft. Walton Beach, FL 32548		
County Administration	N30*27.669'	South BCC Offices & chambers
1804 Lewis Turner Blvd.	W86*37.775'	No emergency power
Ft. Walton Beach, FL 32548		Water & Sewer, GIS, Elections HQ
County Courthouse	N30*45.696'	No emergency power
101 James Lee Blvd.	W86*34.365'	Main offices of BCC, Clerk of Court, Tax
Crestview, FL 32536		Collector, etc.
Courthouse Annex	N30*27.56'	
1940 Lewis Turner Blvd, 32547	W86*37.13	
Crestview City Hall	N30*45.465'	Fire & police communications area has
198 N. Wilson St.	W86*34.290'	emergency power
Crestview, FL 32536		
Destin City Hall	N30*23.317'	OCSD & EMS stations
4200 Two Trees Rd	W86*27.484'	City EOC has emergency power
Destin, FL 32541		CAT 5 SURGE RISK
Destin City Annex	N30*22.225	Destin City Council Chambers
4100 Indian Bayou Trail	W076*26.194	
Destin, FL 32541		
Emergency Operations Center	N30*26.754'	Emergency power
1250 N. Eglin Pky, Shalimar	W86*34.847'	CAT 4-5 SURGE RISK
Ft. Walton Beach City Hall	N30*24.376'	Large fields in back
107 SW Miracle Strip Pky	W86*37.249'	CAT 2 SURGE RISK
Laurel Hill City Hall	N30*58.11	
8209 N. Hwy 85	W85*27.61	
Laurel Hill, FL 32567	NI20*04 704	
Mary Esther City Hall	N30*24.731'	CAT 4-5 SURGE RISK
195 Christobal Rd, 32569	W86*39.800'	Deline Deet, acut deer
Niceville City Hall	N30*31.417'	Police Dept. next door
208 Partin Dr., Niceville 32578	W86*28.515'	No omorgonou nouvor
Property Appraiser	N30*25.223' W86*3'6.535'	No emergency power CAT 5 SURGE RISK
151D N. Eglin Pky, Ft. Walton Beach, FL 32548	WOO 3 0.335	CAT 5 SURGE RISK
Property Appraiser North Office	N30*45.696'	No emergency power
101 E. James Lee Blvd,	W86*34.365'	No enlergency power
Crestview, FL 32536	100 34.303	
School District	N30*24.297'	No emergency power
120 Lowery PI, FWB 32548	W86*36.436'	CAT 4-5 SURGE RISK
Shalimar Town Hall	N30*26.327'	Police Dept. also
2 Cherokee, Shalimar 32579	W86*34.977'	CAT 4-5 SURGE RISK
Tax Collector	N30*25.223'	Also has office in County Courthouse
151C N. Eglin Pky, FWB 32548	W86*36.535'	CAT 5 SURGE RISK
Valparaiso City Hall	N30*30.637'	Police Dept. inside
465 Valparaiso Pky.	W86*30.010'	
Valparaiso, FL 32580	1100 00.010	
Health Department	N30*41511'	CAT 4-5 SURGE RISK
221 Hospital Drive, FWB 32548	W86*60128'	
Health Department	N30*76298	
810 E. James Lee Blvd.	W86*56173	
Crestview, 32539		
	1	

HOSPITALS			
HOSPITAL & ADDRESS	GPS	STAFF & CAPACITY	
Ft. Walton Beach Medical Center	N30*27.395'	111 doctors	
1000 Mar Walt dr.	W86*38.044'	116 nurses	
Ft. Walton Beach		247 beds	
		250 KW & 400 KW Generators	
		with 92 hrs of fuel	
North Okaloosa Medical Center	N30*44.340'	35 doctors	
151 Redstone Ave.	W86*33.660'	110 nurses	
Crestview		110 beds	
Twin Cities Hospital	N30*31.997'	48 doctors	
SR 85 & College Blvd	W86*29.626'	114 nurses	
Niceville, FL 32578			

# ADULT CONGREGATE LIVING FACILITIES

ACLF & ADDRESS	GPS	STAFF &	
		CAPACITY	
Bay Heritage Nursing Home	N30*31.850	Patient beds: 90	
115 Hart St., Niceville	W86*29.717		
Beverly Healthcare	N30*44.290'		
500 South Hospital Dr., Crestview, FL	W86*33.660'		
Crestview Manor (Assisted Living)	N30*45.746	Residents: 73	
601 N. Pearl St., Crestview	W86*34.276		
Parthenon of Crestview	N30*45.917'	Nurses: 38	
1849 E. 1 <sup>st</sup> St., Crestview	W86*33.058'	Patient beds: 180	
Destin Healthcare & Rehab. Ctr.	N30*23.534	Nurses: 30	
195 Mattie M. Kelley Blvd	W86*28.225	Patient beds: 120	
Destin		ISOLATED BY SURGE	
Emerald coast Healthcare & Rehab. Ctr.	N30*24.493'	Nurses	
114 Third St.	W86*36.332'	Patient beds: 120	
Ft. Walton Beach		CAT 5 SURGE RISK	
Parthenon of Ft. Walton Beach	N30*27.737	Nurses: 18	
1 LBJ Sr. Dr., Ft. Walton Beach	W86*38.194	Patient beds: 120	
Gulf Coast Treatment Center	N30*27.285	69 psychological	
120 Barks Dr, Ft. Walton Beach	W86*38.150		
Ft. Walton Bch Development Center	N30*27.287	Residents: 63	
113 Barks Dr., Ft. Walton Beach	W86*38.191		
Manor at Bluewater Bay	N30*28.964	Nurses: 14	
1500 N. White Point Rd., Niceville	W86*24.782	Patient beds: 60	
Shoal River Rehab			
500 S. Hospital Drive, Crestview			
Silvercrest Manor Nursing Home	N30*43.853	Nurses: 17	
103 Ruby Ln. Crestview	W86*33.870	Patient beds: 60	
Sterling House of Bluewater Bay		Nurses: 5	
1551 Merchants Way, Niceville		Patients: 42	
Twin Cities Pavilion (Assisted Living)	N30*30.967	Residents: 50	
1053 John Sims Pky, Niceville	W86*28.157		
Wellington Place (Assisted Living)	N30*26.545	Residents: 54	
233 Carmel Dr, FWB	W86*38.720		
Westwood Healthcare	N30*27.384	Nurses: 14	
1001 Mar Walt Dr., Ft. Walton Beach	W86*37.927	Patient beds: 60	
Mary Jane Bowling		Nurses: 1	
199 Miracle Strip Pkwy., Mary Ester		Patients: 5	

PUBLIC WORKS FACILITIES			
FACILITY	GPS	REMARKS	
Essex WWTP, 714 Essex Rd, FWB 32547	N30*26.671'	6 million gallons/day	
Okaloosa County Water & Sewer	W86*36.611'		
Destin Water Users WWTP	N30*23.670'		
5000 Industrial Park Ln., Destin 32541	W86*28.707'	5 million gallons/day	
Russell Stephenson WWTP	N30*24.640'		
Okaloosa County Water & Sewer	W86*47.813'	1 million gallons/day	
3182 Hwy 98 W. Mary Esther		CAT 3 SURGE RISK	
Crestview WWTP	N30*44.240'		
Crestview Public Works	W86*35.727'	2 million gallons/day	
4520 Arena Rd. Crestview 32536			
Crestview Public Works Yard	N30*46.260'	Fuel point:	
715 N. Ferdon Blvd,	W86*33.900'	2,006 gallons diesel, 2,006	
Crestview 32536		gallons gas	
FWB WWTP	N30*28.296'		
Ft. Walton Beach Public Works	W86*38.246'	3 million gallons/day	
1564 Percy Coleman Rd, Ft. Walton Bch.			
Niceville-Okaloosa-Valparaiso WWTP	N30*31.883'		
N-O-V Sewer Board	W86*29.570'	4 million gallons/day	
507 Crestview Ave (SR 85)			
Niceville 32578			
Industrial Park WWTP	N30*46.055'		
Okaloosa Water & Sewer	W86*30.900'	100,000 gallons/day	
5581 Fairchild Rd, Crestview 32539			
Ft. Walton Beach City Yard	N30*24.806'	Fuel point: 10,000 gallons diesel,	
205 Hollywood Blvd NW	W86*37.512'	10,000 gallons gas;	
Ft. Walton Beach 32548		Mechanics bays	
		CAT 5 SURGE RISK	
Okaloosa County Public Works Yard	N30*25.137'	Fuel Point: 10,000 gallons diesel,	
84 Ready Ave	W86*40.261'	10,000 gallons gas;	
Fort Walton Beach, 32569		Mechanics bays.	
Okaloosa County Public Works Yard	N30*44.422'	Fuel Point: 10,000 gallons diesel,	
2798 Goodwind Ave	W86*33.833'	10,000 gallons gas	
Crestview, 32539		Mechanics bays	
Okaloosa County Facilities Maintenance	N30*46.337'		
5489 Old Bethel Rd, Crestview 32536	W86*35.787'		
Okaloosa County, Shalimar Fuel Point	N30*26.754'	10,000 gallons diesel, 10,000	
1250 N. Eglin Pky (Courthouse Annex)	W86*34.847'	gallons gas	
Shalimar 32579		CAT 4-5 SURGE RISK	
Valparaiso Public Works	N30*30.657'	Fuel Point: 1,000 gallons diesel,	
600 Volastics Ave.	W86*30.534'	2,000 gallons gas	
Valparaiso 32580	1		

## PUBLIC WORKS FACILITIES

RAPID IMPACT ASSESSMENT TEAM REFERENCE POINTS			
POINT	GPS*	REMARKS	
Baker Community	N30*47.873'	Unincorporated community in rural	
SR 4 & SR 189	W86*40.922'	area, NW quadrant	
Cinco Bridge,	N30*26.417'	Approaches are in CAT 3 Surge	
Eglin Pky (SR 85)	W86*35.324'	Zone	
Crystal Beach	N30*22.898	Coastal high density development	
Destin	W86*25.004	Extreme Risk Area	
Destin (East Pass) Bridge	N30*23.436'	Connects Okaloosa Island to	
	W86*31.438'	Destin. Approach may be cut by	
		Cat 3 Surge	
Destin Airport	N30*23.792'	County-owned, uncontrolled, 5000	
10001 Airport Rd., Destin	W86*28.242'	ft. runway	
Shoal River Bridge	N30*47.416	Floods early in high rainfall events	
CR 393, Dorcas	W86*25.201		
East County Line	Longitude W86*23.871		
Florosa Community	N30*24.713'	Residential cluster along US 98,	
	W86*44.264'	SW quadrant	
Laurel Hill City	N30*58.008'	Incorporated community in rural	
	W86*27.518'	area, NE quadrant	
Okaloosa Air Terminal	N30*29.777'	Landing clearance thru Eglin AFB	
S. Hwy 85, Eglin AFB	W86*32.910'		
Santa Rosa Blvd. & US Hwy 98	N30*23.844'	Helicopter landing zone in Holiday	
Okaloosa Island	W86*35.859'	Inn Parking lot to south	
Sea Shore Village Community	N30*24.705	Residential cluster along US 98,	
	W86*44.415	SW quadrant	
Shalimar Bridge	N30*26.417'	Approaches flood in Cat 3 Surge	
Eglin Pky (SR 85)	W86*36.488'		
Shoal River Bridge	N30*41.798		
SR 85	W86*34.298		
Shoal River Bridge	N30*45.203		
US Hwy 90 East	W86*30.541		
West County Line	Longitude W86*47.940'		
Wynnehaven Beach	N30*24.646'	Residential cluster along US 98,	
	W86*45.959'	SW quadrant	
Yellow River Bridge	N30*45.153		
US Hwy 90 West	W86*37.650		

## HELICOPTER LANDING ZONES & POSSIBLE STAGING AREAS

LOCATION & ADDRESS	GPS	REMARKS
Bob Sikes Airport (Crestview	N30*46'57"	8000' Runway with hangar and office
Aerospace)	W86*31'25"	space. Access to US 90 and SR 85
5486 Fairchild Rd. Crestview 32539		Contact Crestview Aerospace, 682-2746
FWB Fairgrounds	N30*27.993'	Tent city or supply staging area. Priority
1954 Lewis Turner Blvd, FWB	W86*37.016'	to Gulf Power & VOAD
Meigs Middle School	N30*26.880'	Staging Area for public safety mutual aid
150 Richbourg Ave, Shalimar	W86*34.904'	<ul> <li>near EOC, fields for LZ</li> </ul>
Mullet Festival Site, SR 85 & College	N30*32.175'	Space for tentage to house disaster
Blvd, Niceville	W86*29.299'	workers and store goods

<sup>\*</sup> GPS coordinates use the WGS84 datum

# DISASTER ASSISTANCE/RECOVEREY CENTERS/COMFORT STATIONS/FIELD CLINICS

LOCATION & ADDRESS	GPS	REMARKS
Bluewater Bay Elementary	N30*29.398'	Contact: Principal 833-4240
4545 Range Rd, Niceville	W86*25.141'	Facilities: DRC or Field Clinic
		65kW Diesel generator on site
Baker Community Center	N30*46.418	Contact: Bake Rec Ctr Board 537-3220
5503 Hwy 4	W86*40.395	Facilities: Kitchen, covered feeding area,
Baker 32531		open area for storage
Crestview Youth Center	N30*46.525	Contact: Crestview Fire Chief 682-6121
205 Stillwell Blvd.	W86*33.679	Facilities: Small bldg for DRC; open field for
Crestview, FL 32539		tentage, no emergency power
Destin Community Center	N30*23.745'	Contact: Destin City Manager 837-4242
3 Stahlman Ave.,	W86*30.616'	Facilities: conference rooms for DRC;
Destin		small kitchen, gym, large parking lot, no
		emergency power
Dewey Destin City Park & Destin	N30*23.803	Open fields suitable as a tented field aid
Assembly of God	W86*29.151	station—limited parking available, in
724-726 Legion Dr		residential area
Destin		
Docie Bass Rec Center	N30*25.100'	Contact: FWB Fire Chief 833-9564
54 Ferry Ave. NE	W86*35.842'	Facilities: Gym, offices for DRC, no
Ft. Walton Beach		emergency power
FWB Senior Community Center	N30*24.552	Contact: FWB Fire Chief 833-9564
31 Memorial SW,	W86*37.832	Facilities: Conference room for DRC; open
Ft. Walton Beach, FL 32548		field for tentage
Ft. Walton Square Shopping Ctr.	N30*25.149'	Large parking area to distribute goods
99 Eglin Pky, FWB	W86*36.426'	CAT 5 SURGE RISK
Hedrick Rec Center	N30*24.883'	Contact: FWB Fire Chief 833-9564
132 Jet Dr.	W86*37.353'	Facilities: Classrooms, gym for DRC
Ft. Walton Beach		
Mary Esther Baptist Church, W.	N30*24.646'	Contact: Pastor Ph:
Hwy 98,	W86*45.959'	Facilities: Activity bldg for distributing
Wynnehaven Beach		goods, field clinic
Oak Shopping Center	N30*30.990	Large parking area to distribute goods
1128 E. John Sims Pky (Hwy 20)	W86*28.046	
Niceville		
Old Wal Mart	N30*39.01	Bldg suitable as covered storage, large
Ferdon Blvd	W86*33.71	parking lot suitable as distribution point
Crestview		
Santa Rosa Mall	N30*24.960	Large parking area to distribute goods
300 Mary Esther Blvd	W86*39.303	
Mary Esther		
St. Mary's Catholic Church &	N30*24.435	Suitable as a DRC or field aid station
School	W86*37.161	CAT 2 SURGE RISK
Robinwood Dr, FWB		
St. Peter's Catholic Church	N30*24.898	Contact:
100 Francis St., Seashore Village	W86*44.446	Suitable as a DRC or field aid station
The Shores Shopping Center	N30*23.380	Large parking area suitable for distributing
US 98 & Gulf Shore Blvd, Destin	W86*28.866	supplies or operating aid station
YMCA	N30*27.395'	Contact: Director, ph.
1127 Hospital Rd,	W86*38.044'	Facilities: Gym, open storage area, near
Ft. Walton Beach		hospitals, LZ for UH 60

SHELTER & ADDRESS	GPS	REMARKS
Antioch Elementary	N30*42'56.0"	No Generator
4700 Whitehurst Ln, Crestview	W86*36'39.9"	
Baker School	N30*47.607'	689-7279
1369 14 <sup>th</sup> St.	W86*40.791'	No Generator
Baker, FL 32531		
Choctawhatchee High School	N30*26.951'	First Responders Only
110 NW Racetrack Rd, FWB	W86*37.295'	No Generator
Davidson Middle School	N	General Populace
6261 Old Bethel Rd.		Special Needs
Crestview, FL 32536		Pet Friendly
		Generator Equipped
Kenwood Elementary		General Populace
15 Eagle St. NE		No Generator
Fort Walton Beach		
Riverside Elementary		General Populace
3400 Redstone Ave		Generator Power Available
Crestview		
Shoal River Middle School		General Populace
3200 Redstone Ave. E.		Generator Power Available
Crestview		
NWFSC Raider Arena		General Populace
100 College Blvd		Limited Generator Power
Niceville		Opens 2011

#### HURRICANE SHELTERS

**NOTE:** It is not the intention of this plan that all shelters be opened in any given event. Opening of particular shelters will depend on the anticipated demand. Generally, only 5-7% of the evacuating public seeks refuge in a public shelter. This number could rise substantially in a short-notice event. The term "shelter" does not imply a guarantee of any level of safety. No such guarantees can be made in any hurricane. These shelters are intended as a place for the public to take refuge as they escape areas that are expected to suffer from dangerous storm surge.

### TEMPORARY HOUSING SITES FOR DISASTER VICTIMS

(See note)			
SITE	GPS	REMARKS	
Addie Lewis Middle School	N30*29.59	833-4130	
281 Mississippi Ave.	W86*29.59	No generator	
Valparaiso, FL 32580			
Baker School	N30*47.607'	689-7279	
1369 14 <sup>th</sup> St.	W86*40.791'	No generator	
Baker, FL 32531			
Baker Community Center	N30*46.418	Contact: Bake Rec Ctr Board 537-3220	
5503 Hwy 4	W86*40.395	Facilities: Kitchen, covered feeding area,	
Baker 32531		open area for tents & storage	
Bluewater Bay Elementary	N30*29.398'	Contact: Principal 833-4240	
4545 Range Rd, Niceville	W86*25.141'	Facilities: DRC or Field Clinic	
<b>C</b>		65kW Diesel generator on site	
Bruner Middle School	N30*25.138'	833-3266	
322 NW Holmes Blvd,	W86*38.181'	65 kW 3 -phase natural gas generator	
Ft. Walton Beach, FL 32548			
Crestview High School	N30*47.331	689-7177	
1304 Ferdon Blvd (N. Hwy 85)	W86*33.562	65 kW generator	
Crestview, FL 32536		5	
Destin Elementary School	N30*24.108	CAT 5 SURGE RISK	
633 Kelly St, Destin	W86*29.419		
Elliott Point Elementary School	N30*25.199	833-3355	
301 NE Hughes, FWB	W86*35.870	CAT 4 SURGE RISK	
Florosa Elementary School	N30*24.805	833-4380	
1678 W. Hwy 98, Mary Esther	W86*43.834	CAT 5 SURGE RISK	
FWB Fairgrounds	N30*27.993'	Tent city or supply staging area	
1954 Lewis Turner Blvd, FWB	W86*37.016'		
FWB High School	N30*24.680	833-3300	
400 SW Hollywood Blvd., FWB	W86*38.342	15 kW 3-phase generator	
Kenwood Elementary School	N30*27.521	833-3576	
634 NE Eagle, FWB	W86*36.498		
Mary Esther Elementary School	N30*24.659	833-3371	
320 E Miracle Strip Pky (Hwy	W86*39.331	000 007 1	
98)	1100 00.001		
Mary Esther			
Meigs Middle School	N30*26.756	833-4301	
150 Richbourg Ave, Shalimar	W86*34.850	CAT 5 SURGE RISK	
Pryor Middle School	N30*26.843	833-3613	
201 NW Racetrack Rd, FWB	W86*37.382	000-0010	
Ruckel Middle School	N30*31.411	833-4142	
	W86*28.512	033-4142	
201 N. Partin Dr., Niceville		022.2500	
Wright Elementary School	N30*26.100	833-3580	
305 Lang Rd, FWB	W86*38.039		

NOTE: Some of the sites listed above may be dual-use. It is not the intention of this plan that all the listed facilities would be opened as temporary shelters in any given event. Temporary living shelters would be opened as needed in geographic regions of the county. If additional sites are needed due to damage of those above or a heavy demand, any surviving school may be pressed into service under the provisions of Chapter 252, F.S.S.

#### MOBILE HOME PARKS AND RV CAMPGROUNDS

(All such sites are considered to be in a hurricane evacuation area due to their poor wind resistance. Damage Assessment Teams should attempt to visit these areas since damage is likely to be high in a major hurricane)

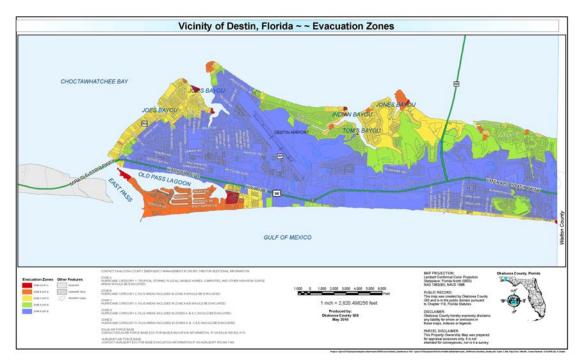
Site Name	Address	Mobile	RV or
Site Mallie	Address		
		Home	Camp
		Spaces	Sites
Action on Blackwater River	Hwy 4, Baker		6
Anchor Trailer Park	23 <sup>rd</sup> St, Niceville	8	
Archway Trailer Park	300 Eccles Rd, FWB	34	
Astor Mobile Home Park	71 6 <sup>th</sup> St, Shalimar	80	
Azalea Trailer Park	326 Carmel Dr, FWB	49	
Bay Cove Trailer Park	200 Bayou Dr, FWB	15	
Bayview Courtyard	749 Beach Dr, Destin	1	11
Beal's Mobile Home Park	Hwy 98 W, M.E.	8	
Betty's Trailer Park	662 Denton Bvd, FWB	21	
Bill's Trailer Park	Madison Av, Niceville	19	
Blueberry Country Estates	Hwy 85 N, Crestview	22	
Brad Mar Trailer Park #2	843 Hazel Dr, FWB	13	
Brad Mar Trailer Park #1	124 Air Force, FWB	6	
Brook Meade Trailer Park	425 Brook Meade, Crestview	6	
Buddy's Trailer Park	119 Siebert, Destin	9	
Cameron's Trailer Park	208 Casper Dr, FWB	7	
Cannons Trailer Park	Hwy 90 W, Crestview	18	
Cedar Creek Trailer Park	5301 Hare St, Crestview	28	5
Cedar Crest Mobile Hm Park	230 Siebert, Destin	8	
Coachlight Trailer Park	705 Lloyd St, FWB	8	
Country Breeze #2	523 Union St, FWB	18	
Country Breeze #3	315 Green Acres Rd, FWB	6	
Crosswinds	Spruce St, Mary Esther	6	
Crystal Beach Campground	2825 Old Hwy 98 E, Destin	10	65
Deerland Trailer Park	1501 N Partin Dr, Niceville	71	
Denton Trailer Park	675 Denton Blvd, FWB	15	
Destin Campground	206 Beach Dr, Destin	22	40
Destin Marina & Trailer Park	7 Calhoun Av, Destin	10	
Destin RV Resort	3175 Cobia St, Destin	23	112
Dixie Trailer Park	46 3d St, Shalimar	30	
Dreamland Trailer Park	Reeves St, Niceville	29	
Duty's Trailer Park	315 Siebert Ave, Destin	9	
Earl & Rosemarie Cobb	117 Beach Dr, FWB	16	
East Blueberry Country Est.	5975 Blackberry L Crestview	18	
East Gate Trailer Park	John Sims Pky, Valparaiso	22	
Echo Cove Trailer Park	1724 23d St, Niceville	6	
Evans Trailer Park	729 Green St, FWB	7	
Fairview Hhts Mobile Hm Pk	818-7 Fairview Dr, FWB	8	
Forest Grove Trailer Park	1318 Lewis Turner Bvd, FWB	54	
Forest Heights Trailer Park	820 Tanager Dr, FWB	10	
Fred Gannon Rocky Bayou	4281 Hwy 20 E, Niceville		42
Funland Trailer Court	825 Eglin Pky, FWB	9	
Gant's Trailer Park	Laurel Hill	16	
		1	
Grant's Trailer Park	Lakeview, Mary Esther	9	

Site Name	Address	Mobile Home Spaces	RV or Camp Sites
Greenwood Mobile Home Pk	103 Jackson St, FWB	34	
Hardies Mobile Home Park	662 S Denton Bvd, FWB	19	
Hayes Trailer Park	214 East Park Av Niceville	4	9
Hilltop Trailer Park	931 W James Lee, Crestview	14	
Holiday Lake Travel Park	4050 Ferdon Bvd, Crestview	1	35
Homestead Trailer Park	Bailey Dr, Niceville	112	
Houston Park	239 Carmel Dr, FWB	6	
Hudson's Mobile Home Park	880 Mayo Trail, Crestview	16	
Hurricane Lake North	Beaver Crk Rd, N of Crestvw		18
Hurricane Lake South	Beaver Crk Rd, N of Crestvw		18
Jack Parker Trailer Park	814 Tanager Dr, FWB	24	
Karick Lake North	Hwy 189, 5m N of Baker		15
Karick Lake South	Hwy 189, 5m N of Baker		15
Kenyon's Trailer Park	156 Rickey Ave, FWB	11	
Killingsworth Mobile Hm Pk	106 Lincoln Dr, FWB	8	
Knowlton's Trailer Park	Cedar St, Niceville	6	
L & M Trailer Park	1504 27 <sup>th</sup> St, Niceville	11	
Larson Trailer Park	Hawkins & Bradford, FWB	8	
Laurent Mobile Home Park	Hwy 98, Mary Esther	30	
Le To Nice Village	315 Racetrack Rd, FWB	103	
Lindy's Trailer Park	2300 W Hwy 98, Mary Esthr	24	
Log Lake Road RV Park	Hwy 189, Holt		36
Martin's Trailer Park	207G Pelham Rd, FWB	8	
Mcfarling Trailer Park	116-117 Bradford St, FWB	29	
Mini Manor	114 Skipper Ave, FWB	6	
Miracle Mobile Home Parks	27 Miracle Dr, Mary Esther	45	
Moore's Trailer Park	2 9th Ave, Shalimar	28	
Niceville Trailer Court	615 Bullock St, Niceville	9	
North Star Trailer Park	564 E. Pine St, Mary Esther	6	
Oakdale Village Mob. Hm Pk	820 Hazel Dr, FWB	74	
Oakland Trailer Park	23 Yacht Club Dr, FWB	29	
Palm Trailer Park	1015 N Partin Dr, Niceville	9	
Parker's Park	821 Cardinal Dr, FWB	10	
Patty's Trailer Park	781 Navy St, FWB	6	
Paulette's Trailer Court	98 Hurlburt Rd, FWB	11	
Pinecrest Trailer Park	441 Racetrack Rd, FWB	65	
Pineoaks Trailer Park	622 Gap Creek Dr, FWB	18	
Pineview Trailer Park	44 Kathleen St, Mary Esther	6	
Plantation Trailer Park	816 Tanager Dr, FWB	26	
Playground Mobile Hm Pk	Hazel & Jonleen, FWB	26	
Playground Trailer Court	777 Beal Pky, FWB	35	30
Ponderosa Trailer Park	1513 W Ponderosa Rd, FWB	8	
Preble's Trailer Court	724 Lloyd St, FWB	8	
Prieto's Trailer Park	18 <sup>th</sup> St, Niceville	6	
Prince Trailer Park	124 Patrick Dr, FWB	14	
Quality Trailer Park	132 Hurlburt Rd, FWB	19	
Richards Trailer Park	1507 Hickory, Niceville	6	
River's Edge RV Camp	End of Log Lake Rd, Holt		39
Roberts Trailer Park	1641 E Hwy 90, Crestview	19	4
Rockin'W Trailer Park	800 Cardinal Dr, FWB	14	
Rodriquez Trailer Park	70 Cactus Rd, Mary Esther	6	

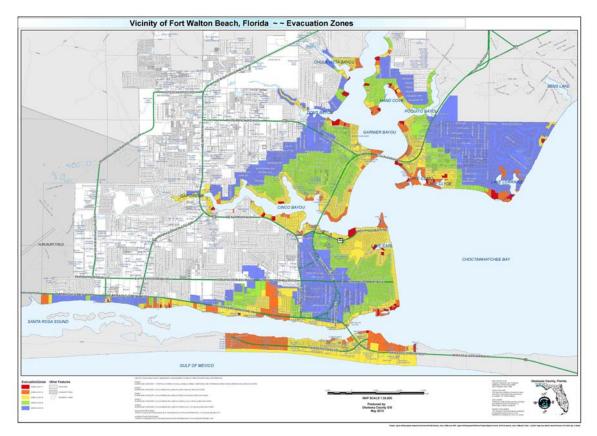
Appendix IV-7-13

Site Name	Address	Mobile Home Spaces	RV or Camp Sites
Rosemont Mobile Park	114 Redwood, Niceville	48	
Roses Trailer Park	3389 Hwy 98 W, Mary Esther	17	
Ruzoski Trailer Park	134 Fetting Ave, FWB	6	
Ryals Trailer Park	800-802 Lark St, FWB	13	
Sanders Trailer Park	703 Shady Lane, FWB	7	
Sarah's Mobile Home Park	818 Navy St, FWB	7	
Shady Haven Mob Hm Pk	830 Tanager Dr, FWB	8	
Shady Lane Trailer Park	118 Koon St, FWB	6	
Shirah Mobile Home Park	827 Cross St, Destin	9	
Simpler's Trailer Park	1303 Green Acres Ave, FWB	7	
Sir Roberts Trailer Park	1302 Green Acres Rd, FWB	18	
Smith's Mobile Home Park	700 Viola Dr, FWB	8	
Southern Trailer Park	106 Racetrack Rd, FWB	20	
Southside Mobile Home Pk	Duggan & Johnson, Crestvw	28	
Sundial Mobile Home Park	5300 S Ferdon, Crestview	31	
Taunton Trailer Park	105 Hardin Rd, Niceville	6	
Tennis Rentals	16-21 Ranger Rd, Mary Esthr	18	
The Habitat Trailer Park	155 Rickey St, FWB	6	
Thomas Trailer Park	701 Leonard Dr, FWB	10	
Tisa Trailer Park	101 Sasser St, Niceville	6	
Trailer Village Mobl Hm Pk	720 N Beal, FWB	50	
Twin Oaks Trailer Park	1700 Lewis turner, FWB	9	
Tyner Court	700 Tyner St, FWB	16	
Vache Royale	800 Denton Blvd, FWB	8	
Vila Breeze Park	517 Scott Ln, FWB	6	
Villa Socin Mobile Homes	928 Carlos Dr, FWB	134	
Villa Trailer Park	100 Hurlburt Rd, FWB	17	
Villa Winds	678 Denton Blvd, FWB	12	
Walton's Trailer Park	711 Navy St, FWB	6	
Ward's Mobile Home Park	1502 Ponderosa, FWB	15	
Warrens Trailer Park	Ft. Walton Beach	8	
Whispering Pines Trailer Pk	665 Denton Blvd, FWB	10	
Williams Court	Jonleen St, FWB	25	
Williams Trailer Park	85 Ebenezer, Laurel Hill	19	
Willow Winds Mob Hm Pk	Ray Vecchio Rd, Mary Esthr	6	
Woodland Acres Trlr Park	1825 Lewis Turner, FWB	24	
Wright Circle Mobile Park	703 Carmel Dr, FWB	8	
Wright Trailer Court	150 Barks Dr, FWB	15	
Zupco Mobile Home Court	226-232 Oakhill, FWB	6	

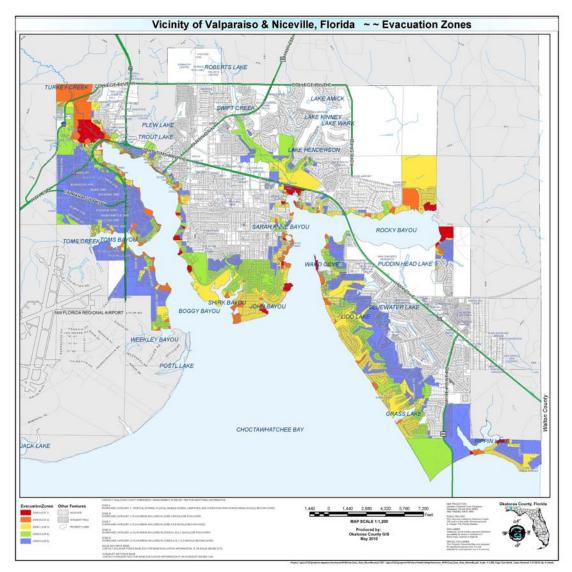
EVACUATION ZONES See description in Basic Plan, Section IV.4.F. Evacuation Zone A – Tropical - Cat 1 Evacuation Zone B – Tropical – Cat 2 Evacuation Zone C – Tropical – Cat 3 Evacuation Zone D – Tropical – Cat 4 Evacuation Zone E – Tropical – Cat 5



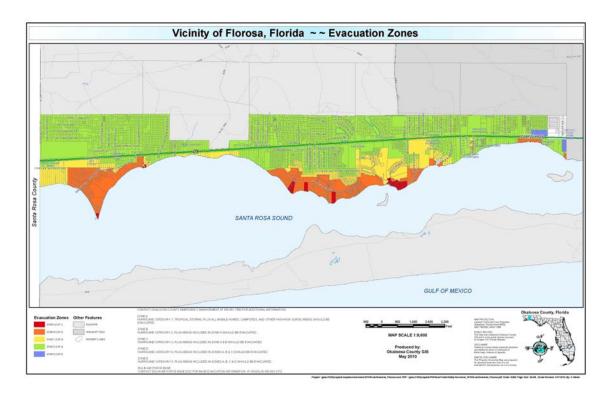
**Destin Evacuation Zones A – E** 



Fort Walton Beach Evacuation Zones A-E

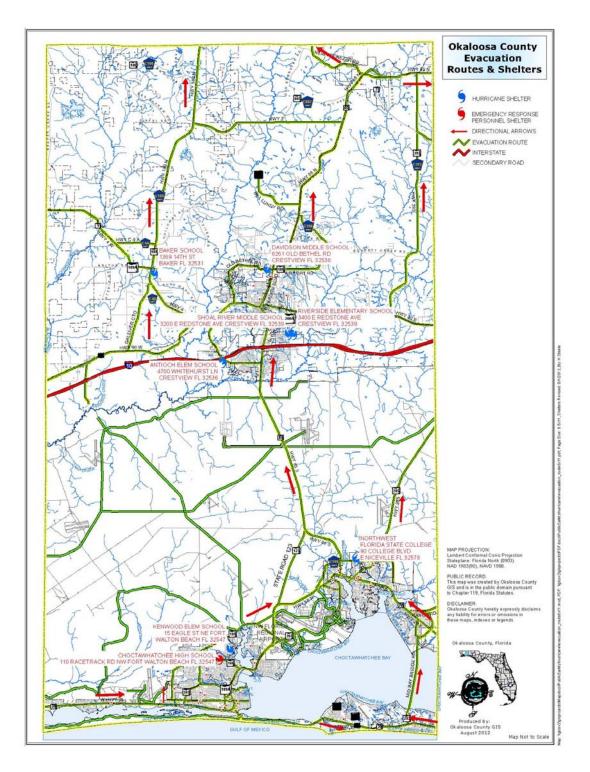


**Niceville Evacuation Zones A-E** 



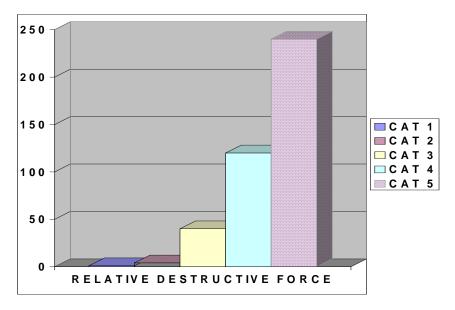
Florosa Evacuation Zones A-E

# **EVACUATION ROUTES**



# **Miscellaneous Information**

RELATIVE DESTRUCTIVE FORCE OF HURRICANES	2
SAFFIR-SIMPSON SCALE OF HURRICANE INTENSITY	2
USAF HURRICANE ALERT PHASES	2
TRACKS OF MAJOR HURRICANES 1900-2014	3
HURRICANE DECISION POINTS (MILES)	10
CONVERSION OF FAHRENHEIT TO CELSIUS	11
CONVERSION OF KNOTS TO MPH	12
HUMAN NEEDS DAILY PLANNING FACTORS	13
TEMPORARY HOUSING PLANNING FACTORS	13



# RELATIVE DESTRUCTIVE FORCE OF HURRICANES (Compared to a Category 1)

CATEGORY	RELATIVE DESTRUCTIVE FORCE
CAT 1	1
CAT 2	4
CAT 3	40
CAT 4	120
CAT 5	240

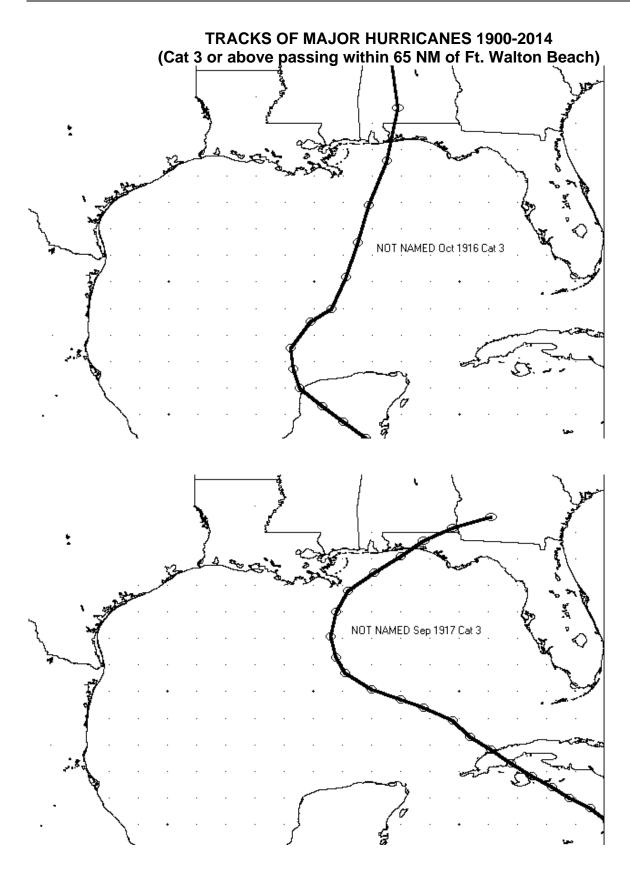
#### SAFFIR-SIMPSON SCALE OF HURRICANE INTENSITY

CATEGORY	ATEGORY WINDS (MPH)		LOCAL SURGE		
1	74-95	>979 Mb	3-6 ft		
2	96-110	965-979 Mb	5-9 ft		
3	111-130	945-964 Mb	7-12 ft		
4	<b>4</b> 131-155		7-16 ft		
5	Above 155	<920 Mb	8-17 t		

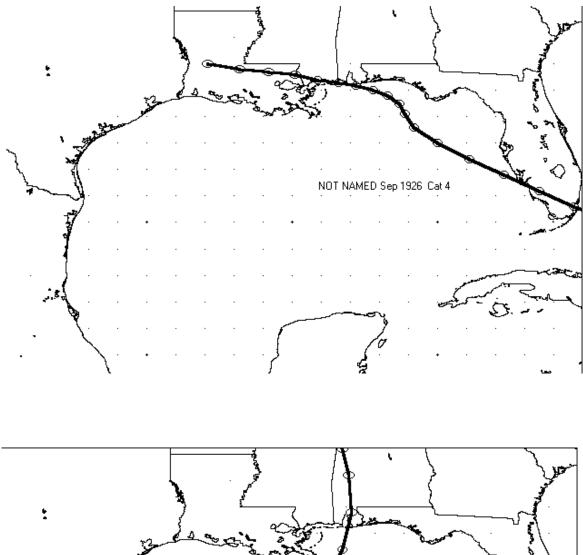
**NOTE:** Storm surge data is based on local conditions and does not include the additional height of waves. The lower ranges usually occur in protected waters, such as the bays and bayous, while the higher range occurs on the coast.

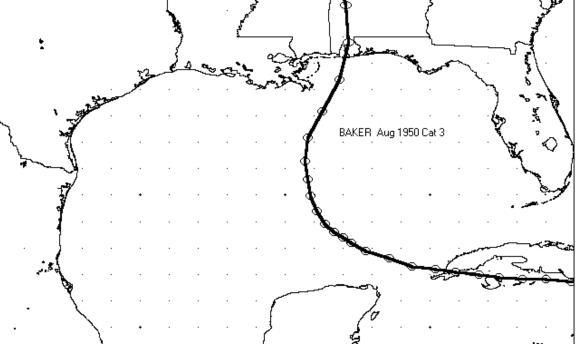
# **USAF HURRICANE ALERT PHASES**

CONDITION	RESPONSE PHASE	TIME TO ARR. OF 58 MPH WINDS
4	Alert	72 hours
3	Preparation	48 hours
2	Final Preparation	24 hours
1	Secure	12 hours

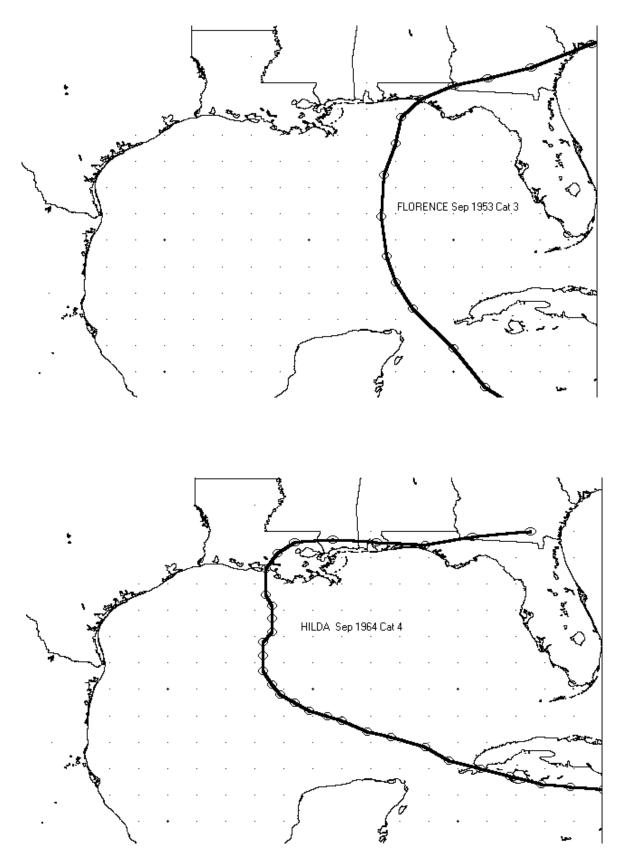


Appendix 4, 4-3

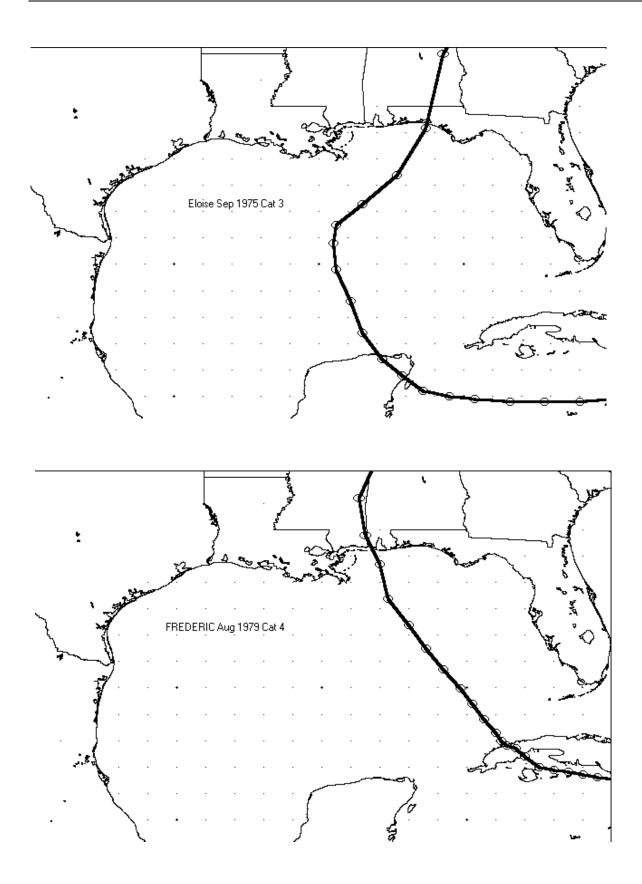


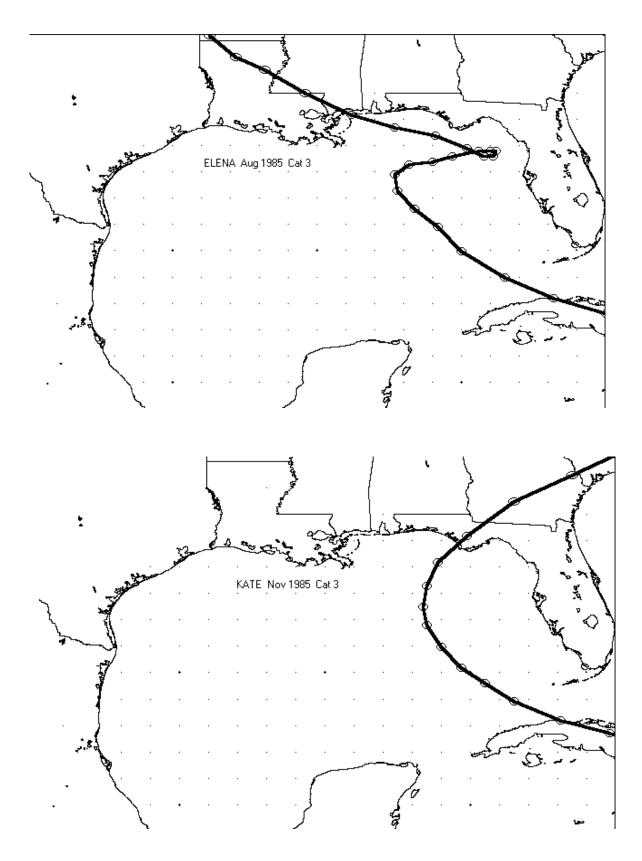


Appendix 4, 4-4

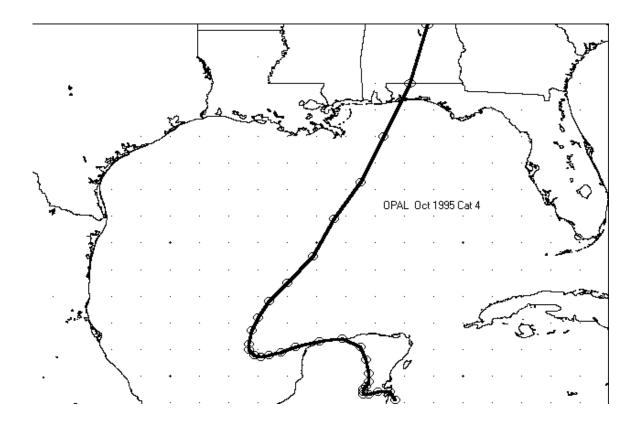


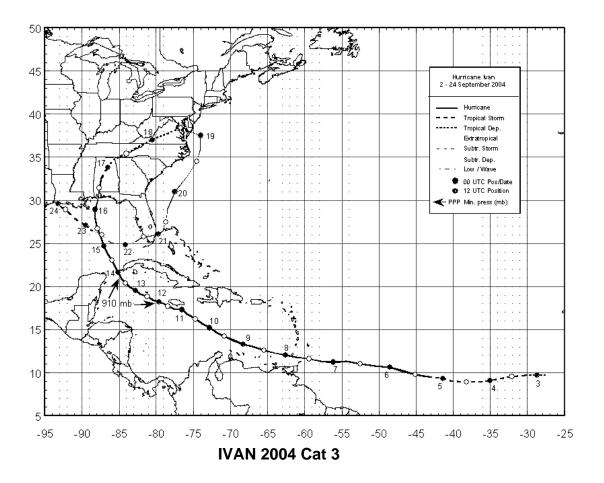
Appendix 4, 4-5





Appendix 4, 4-7





# HURRICANE DECISION POINTS (MILES)

Straight line distance of the eye from Okaloosa County, with the given forward speed and tropical storm wind radius, to give 24 hours evacuation time before arrival of 39 mph winds.

	-		FORWARD SPEED (MPH)								
		5	7	9	10	12	14	16	18	20	
	50	170	218	266	290	338	386	434	482	530	
	60	180	228	276	300	348	396	444	492	540	
R	70	190	238	286	310	358	406	454	502	550	
Α	80	200	248	296	320	368	416	464	512	560	
D	90	210	258	306	330	378	426	474	522	570	
I	100	220	268	316	340	388	436	484	532	580	
U	110	230	278	326	350	398	446	494	542	590	
S	120	240	288	336	360	408	456	504	552	600	
	130	250	298	346	370	418	466	514	562	610	
Т	140	260	308	356	380	428	476	524	572	620	
S	150	270	318		390	438	486	534		630	
	160	280	328	376	400	448	496	544	592	640	
W	170	290	338	386	410	458	506	554	602	650	
1	180	300	348	396	420	468	516	564	612	660	
Ν	190	310	358	406	430	478	526	574	622	670	
D	200	320	368		440	488	536	584	632	680	
S	210	330	378	426	450	498	546	594	642	690	

FORWARD SPEED (MPH)

CONVERSION OF FAHRENHEIT								
FAHRE	CENT	FAHRE	CENT	FAHRE	CENT		FAHRE	CENT
-40	-40	1	-17.222	41	5		81	27.222
-39	-39.444	2	-16.666	42	5.5555		82	27.777
-38	-38.888	3	-16.111	43	6.1111		83	28.333
-37	-38.333	4	-15.555	44	6.6666		84	28.888
-36	-37.777	5	-15	45	7.2222		85	29.444
-35	-37.222	6	-14.444	46	7.7777		86	30
-34	-36.666	7	-13.888	47	8.3333		87	30.555
-33	-36.111	8	-13.333	48	8.8888		88	31.111
-32	-35.555	9	-12.777	49	9.4444		89	31.666
-31	-35	10	-12.222	50	10		90	32.222
-30	-34.444	11	-11.666	51	10.555		91	32.777
-29	-33.888	12	-11.111	52	11.111		92	33.333
-28	-33.333	13	-10.555	53	11.666		93	33.888
-27	-32.777	14	-10	54	12.222		94	34.444
-26	-32.222	15	-9.4444	55	12.777		95	35
-25	-31.666	16	-8.8888	56	13.333		96	35.555
-24	-31.111	17	-8.3333	57	13.888		97	36.111
-23	-30.555	18	-7.7777	58	14.444		98	36.666
-22	-30	19	-7.2222	59	15		99	37.222
-21	-29.444	20	-6.6666	60	15.555		100	37.777
-20	-28.888	21	-6.1111	61	16.111		101	38.333
-19	-28.333	22	-5.5555	62	16.666		102	38.888
-18	-27.777	23	-5	63	17.222		103	39.444
-17	-27.222	24	-4.4444	64	17.777		104	40
-16	-26.666	25	-3.8888	65	18.333		105	40.555
-15	-26.111	26	-3.3333	66	18.888		106	41.111
-14	-25.555	27	-2.7777	67	19.444		107	41.666
-13	-25	28	-2.2222	68	20		108	42.222
-12	-24.444	29	-1.6666	69	20.555		109	42.777
-11	-23.888	30	-1.1111	70	21.111		110	43.333
-10	-23.333	31	-0.5555	71	21.666		111	43.888
-9	-22.777	32	0	72	22.222		112	44.444
-8	-22.222	33	0.5555	73	22.777		113	45
-7	-21.666	34	1.1111	74	23.333		114	45.555
-6	-21.111	35	1.6666	75	23.888		115	46.111
-5	-20.555	36	2.2222	76	24.444		116	46.666
-4	-20	37	2.7777	77	25		117	47.222
-3	-19.444	38	3.3333	78	25.555		118	47.777
-2	-18.888	39	3.8888	79	26.111		119	48.333
-1	-18.333	40	4.4444	80	26.666		120	48.888
0	-17.777						0	

# **CONVERSION OF FAHRENHEIT TO CELSIUS**

# CONVERSION OF KNOTS TO MPH

KNOTS	MPH
1	1.15
2	2.30
3	3.45
4	4.60
5	5.76
6	6.91
7	8.06
8	9.21
9	10.36
10	11.51
15	17.27
20	23.02
25	28.78
30	34.53
35	40.29
40	46.04
45	51.80
50	57.55
55	63.31
60	69.06
65	74.82
70	80.57
75	86.33
80	92.08
85	97.84
90	103.59
95	109.35
100	115.10
105	120.86
110	126.61
115	132.37
120	138.12
125	143.88
130	149.63
135	155.39
140	161.14
145	166.90
150	172.65
155	178.41

MPH	KNOTS
1	0.87
2	1.74
3	2.61
4	3.48
5	4.35
6	5.21
7	6.08
8	6.95
9	7.82
10	8.69
15	13.04
20	17.38
25	21.73
30	26.07
35	30.42
40	34.76
45	39.11
50	43.45
55	47.80
60	52.14
65	56.49
70	60.83
75	65.18
80	69.52
85	73.87
90	78.21
95	82.56
100	86.90
105	91.25
110	95.59
115	99.94
120	104.28
125	108.63
130	112.97
135	117.32
140	121.66
145	126.01
150	130.35
155	134.70

#### HUMAN NEEDS DAILY PLANNING FACTORS (Adapted from FEMA response reports in Hurricane Erin & ARC 3031)

ITEM	DAILY PLANNING FACTOR
ADULT MEALS	(H+M)*2
INFANT MEALS	ADULT MEALS/3
INFANT FORMULA	INFANT MEALS/2
WATER	H+M*5 GAL (incl. cooking water).
FEMININE HYGIENE ITEMS	H+M/3

#### TEMPORARY HOUSING PLANNING FACTORS (Adapted from FEMA response reports in Hurricane Erin & ARC 3031)

ITEM	PLANNING FACTOR			
TENTS	(H+M)/10			
COTS & BLANKETS	H+M			
TOILETS	(H+M)/40			
TOILET PAPER	toilets *5 rolls			
ELECTRICAL POWER (TOTAL CAPACITY)	AFFECTED STRUCTURES*514 WATTS			
PLASTIC SHEETING	AFFECTED STRUCTURES * 200 SQ. FEET			
FURRING STRIPS	AFFECTED STRUCTURES * 10			

**H** = POPULATION EXPERIENCING HIGH DAMAGE LEVELS **M** = POPULATION EXPERIENCING MEDIUM DAMAGE LEVELS

IF A CLOSE ESTIMATE OF THE ACTUAL NUMBER OF AFFECTED STRUCTURES IS NOT KNOWN, USE

THE FORMULA AFFECTED STRUCTURES = (M/3)

# **Emergency Management Capabilities Assessment Checklist**

County
--------

Reviewer

This checklist is designed to provide a guide to the members of the Capability Assessment Team when conducting an assessment of a county's ability to carry out critical functions during an emergency or disaster situation.

The Capability Assessment is a vital part of the overall review of local Comprehensive Emergency Management Plans. These plans are reviewed by the state to ensure compliance with 27P of the Florida Administrative Code (FAC) on a four (4) year review cycle. As required by certain agreements each county will conduct exercises and drills on an annual basis. These exercise and drills, plus the actual events that will occur over a 4 year period, will provide ample opportunities for the capability assessment team which is comprised of (at a minimum) the Regional Coordinator , to consider for the functions outlined in this assessment.

There are three (3) rating areas in the assessment; satisfactory, needs improvement or deficient. A satisfactory rating requires no action. Those areas indicated as needing improvement are essentially recommendations for improving a certain aspect of the particular function. A rating indicating an area of the function or the overall function is deficient must be corrected by the date agreed upon by the Division and the county in accordance with the requirements of 27P 6.006 FAC. This requires that the deficiency be corrected or a work plan developed to correct the deficiency prior to recieving a notice of compliance.

Prior to the assessment being presented to the CEMP review team leader, the Regional Coordinator, Regional Coordination Team Manager and the local emergency management director will sign the evaluation indicating their concurrence with the ratings. The signed evaluation will be provided to the CEMP team leader by a member of the Regional Coordination Team.

A. Notification & Warning (Emergency Workers)	Satisfactory	Needs improvement	Deficient
1. Visit the 24 hour county warning point, interview dispatch			
personnel in order to determine their familiarity of their roles and			
responsibilities.			
2. Procedures are in place in 24 hour County warning point that will			
ensure efficient implementation of the notification and warning			
process regardless of time of day and regularly tested and/or			
utilized.			
3. 24 hour primary and alternate county warning points has back-up			
power.			
4. Procedures are in place that provide communication personnel in			
24 hour warning points a checklist for notification and warnings for			
various hazards including, but not limited to severe weather,			
hazardous materials spills, search and rescue missions, etc.			
5. Communications staff has received training and are given			
refresher training on their responsibilities for notification and warning			
functions before and after an emergency or disaster.			

B. Communications	Satisfactory	Needs improvement	Deficient
	Salislacioly	Improvement	Deficient
1. County has back-up/redundant communication systems with			
federal, state and local partners and can disseminate information			
including but not limited to Weather Forecast Office (WFO)			
information and alerts.			
2. County has the capability to communicate with municipalities,			
state, federal agencies, and other local agencies by utlilzing and			
testing more than one method or with redunant methods of			
communication.			
3. Communication can be established with shelters, staging areas,			
and other critical response/recovery functions within the county in			
order to improve interagency coordination and communications.			
4. County regularly tests and/or utilizes communications systems.			
5. County has or has access to a mobile communications capability.			
Commentes			

C. Emergency Operations Center Operations		Needs	
	Satisfactory	improvement	Deficient
1. Describe the ability through recent activation, exercise or provide			
procedures for activation of the County Emergency Operations			
Center (EOC) such that activation can be accomplished in 1 hour or			
less.			
2. Describe the ability through recent activation, exercise or provide			
procedures to request needed resources (i.e. equipment, personnel,			
etc.) and track missions effectively.			
3. Describe the ability through recent activation, exercise or provide			
procedures that show how the county communicates vital			
information, situation reports, etc. to the State Emergency			
Operations Center via the internet, have e-mail capability and			
satellite back up.			
4. Provide procedures/documentation that the Primary and alternate			
Emergency Operations Center have back-up/redundant power that			
is regularly tested/utilized and the resources necessary for			
operations.			
5. Demonstrate ability through recent activation, exercise or provide			
plans/procedures for relocation and re-establishment of an alternate			
Emergency Operations Center, if necessary.			
6. Describe the ability through recent activation, exercise or provide			
procedures for declaring a state of emergency through of your			
identified hazards in your CEMP or LMS.			
7. Provide a copy for review of the organizational chart in place that			
defines day to day operations, emergency operations, each			
agency's roles and responsibilities and the coordination between			
local agencies and the agencies/functions in State Emergency			
Operation Center(Emergency Support Functions)			
8. Provide copies for review of the County's pre-disaster contracts,			
Memorandum of Understanding/Memorandum of Agreement or			
database of local vendors who can provide essential resources			
(water, generators, etc) during and following a disaster.			

D. Emergency Public Information/Public Information	Satisfactory	Needs improvement	Deficient
1. Procedures are established and regular tests are conducted of the public information system, including the operational readiness of the Emergency Alert System (EAS), emergency information lines (rumor control) joint information centers/media room and National Weather Service Forecast Office (WFO) information and alerts (through weather service).			

2. The Public information system can provide essential information to those residents(general population, hearing impaired, special needs, non-English speaking) who are threatened by a potential or existing hazard. Describe how this is accomplished.		
3. County has the capability to keep evacuees local evacuees who are leaving county, or evacuees who are coming into county (when county is acting as host) aware of current information either in shelters or on highways. Describe how this is accomplished.		
4. County has identified personnel who carry out responsibilities of public information officers.		
5. Procedures are in place that allow for the public information system to be activated at any time.		

E. Impact Assessment(Human Needs)	Satisfactory	Needs improvement	Deficient
1. Describe the procedures that the county has established public, private and volunteer teams that will conduct assessments following a disaster on the needs of the victims (Food, water: minimum of 1 gallon of water per person, per day, medical, shelter, etc).			

F. Damage Assessment(PA,IA and SBA)	Satisfactory	Needs improvement	Deficient
1. County has identified and trained those local agencies who will conduct the initial and joint preliminary damage assessment surveys to identify the extent of damage to structures, infrastructure, critical facilities and ensure procedures are established to analyze, compile and report the results of these assessments. Provide agency or department responsible for the county's damage assessments.			
<ol> <li>County has procedures for requesting an Small Business Administration Loan, Individual Assistance or Public Assistance Declarations, Fire Management Assistance Grants.</li> </ol>			

3. County has established a debris management program that		
addresses clearing debris, removing, transporting and disposal of		
debris. Provide agency or department responsible for the county's		
debris management program.		
4. County has identified local agencies who will conduct the		
Mitigation assessment surveys to identify the mitigation		
opportunities post impact.		

G. Mass Care/Health & Medical/Food & Water	Satisfactory	Needs	
	Satisfactory	improvement	Deficient
1. Identify who is responsible for establishment and coordination of			
comfort stations, feeding sites, distribution sites, staging areas and			
describe/demonstrate how the process is implemented and how			
often it is exercised.			
2. Identify who is responsible for health and medical activities to			
include:			
* Safety of Water Supplies			
* Proper Sanitation			
* Protection of food supplies			
* Medical and mortuary services			
* Veterinary care			
* Prevention or controlling of epidemics			
*Crisis Counseling			
3. Describe the process or provide procedures to support shelter			
operations: (plans may need to include or address)			
<ul> <li>Mobilization of Shelter Managers and staff, and resources to</li> </ul>			
receive evacuees either from local risk area(s) or from outside			
jurisdiction			
Drinking water			
<ul> <li>Food (storage, prep &amp; serve)</li> </ul>			
Communications			
Public information			
Security			
Standby or emergency power system and fuel (strategy to refuel if			
applicable)			
<ul> <li>Sanitation (toilets and sinks)</li> </ul>			
Medical or First-aid			
<ul> <li>Accessibility (Americans with Disabilities Act)</li> </ul>			
Cots and blankets			

4. Provide procedures for alerting, transporting and registering those residents with special needs, including medical staff that will be necessary to assist special needs evacuation/sheltering.		

H. Evacuation	Satisfactory	Needs improvement	Deficient
1 Identify who has the authority to order evenuation within the	Calibrationy	improvement	Delicient
1. Identify who has the authority to order evacuation within the			
county's jurisdiction. Describe and provide the procedures for the			
evacuation process:			
<ul> <li>Steps taken to implement an evacuation</li> </ul>			
<ul> <li>resources required to support evacuation</li> </ul>			
o Traffic control points			
o Evacuation routes			
o Providing information to evacuees			
o Pre-identified pick up points			
2. Describe how county will support the regional evacuation process			
and how they participate in coordination efforts.			
3. Provide the procedures on how re-entry will be accomplished and			
how security will be established during re-entry.			
,			
4. Describe or provide the procedures for evacuation of nursing			
homes, assisted living facilities, hospitals, etc.			

**Overall Comments:** 

Signatures:

County Emergency Management Director

DEM Regional Coordinator

Manager, Regional Coordination Team

DEM CEMP Team Leader

Date

Date

Date

Date

## Appendix 7

## DISTRIBUTION

**BCC Departments** BCC (5) Airports (1) Corrections (1) County Attorney (1) County Extension (1) County Manager (1) **Emergency Services (25)** Personnel (1) Purchasing (1) Public Information (1) **Public Works** Director (1) Roads (2) Facilities Maintenance (2) Solid Waste (2) Planning & Inspection (5) Records (1) Risk Management (1) Tourist Development (1) Veterans (1) Water & Sewer (5) Bridgeway Center (1) Chambers of Commerce Crestview (1) Destin (1) Ft. Walton Beach (1) Twin Cities (1) Civil Air Patrol (1) Clerk of Courts (3) Elder Services (2) Florida Department of Children and Families (2) Florida Division of Emergency Management (1) Ft. Walton Beach Metropolitan Planning Organization (1) Health Department (4) Fire Service Districts and Departments (15) Division of Forestry (1) Eglin FD (1) Hurlburt FD (1) Jackson Guard (1) Hospitals Ft. Walton Beach Medical Center (1) North Okaloosa Medical Center (1) Twin Cities Hospital (1) Judicial (2) Law Enforcement (minus Sheriff) Crestview PD (2) Eglin SP (1) Florida Highway Patrol (1) Florida Marine Patrol (1)

Florida Fish & Game (1) Ft. Walton Beach PD (2) Hurlburt SP (1) Mary Esther PD (1) Niceville PD (2) Shalimar PD (1) Valparaiso PD (1) Libraries (7) Medical Examiner (1) Military Agencies (minus law enforcement and fire service) Duke Field Commander (1) Eglin AFB Commander (1) Eglin Inspections (1) Eglin Readiness (1) Eglin Regional Hospital (1) Hurlburt Field Commander (1) Hurlburt Clinic (1) Hurlburt Inspections (1) 6<sup>th</sup> Ranger Training Battalion (1) Naval EOD School (1) Municipalites Cinco Bayou (1) Crestview (3) Destin (3) Ft. Walton Beach (3) Laurel Hill (1) Mary Esther (3) Niceville (3) Shalimar (1) Valparaiso (3) News Media Newspapers (5) EAS radio (1) WFGX TV 35 (1) WEAR TV 3 (1) NOSR (1) Okaloosa Coordinated Transportation (3) Okaloosa-Walton Community College (2) Panhandle Animal Welfare Society (1) Property Appraisor (1) Red Cross (1) Salvation Army (1) School District School Board (1) Superintendent (1) Risk Manager (1) Maintenance (1) Sheriff's Office Sheriff (1) Chief Deputy (1) Field Operations (1) Administrative Operations (1) Special Projects Coordinator (1) Public Information Officer (1) State's Attorney (1) Supervisor of Elections (1)

Tax Collector (1) United Way (1) Utilities CHELCO (1) Gulf Power (1) Okaloosa Gas District (1) Sprint (1) VOAD (1) West Florida Regional Planning Council (2)



# Countywide Disaster Debris Management Plan Okaloosa County, Florida

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# INTRODUCTION

Many different types of debris producing emergencies may impact Okaloosa County. These include natural disasters such as hurricanes tornadoes, floods, wildfires, and technological or man-made disasters. Disasters can generate large volumes of debris requiring prompt removal and disposal allowing affected communities to return to normalcy after the event. Okaloosa County also has a number of local, state and federal roadways and effective cooperation and coordination are critical to successfully managing debris after any major disaster.

This Debris Management plan was developed to provide a centralized document containing implementation and coordination information for the debris management program. It lists and outlines the coordination/roles and responsibilities between City, County, State and Federal agencies, as well as private contracting companies.

This Plan has utilized the information found in the FEMA Debris Management Guide FEMA 325 dated July 2007.

The Debris Management Plan is the product of a detailed and focused planning process that 1) fully incorporates the National Incident Management System concepts, principles, practice and language 2) capitalizes on the lessons learned from recent disasters, 3) incorporates plans, programs and policies that have been developed by FEMA to assure reimbursement of debris removal activities. The Debris Management Plan establishes a framework through which the State Emergency Response Team will manage Debris prior to, during, and after an emergency occurring within the State of Florida. This information will be the basis of a unified structure used by other local, State, Federal, Private, and Non-Governmental officials who have a role in providing Debris removal activities.

The Debris Management Plan is operation oriented and addresses emergency operations, field operations, direction and control, coordination, and establishes prevention, preparedness, response and recovery goals and objectives.

It clearly defines the responsibilities of Federal, state, county, municipal, volunteer and other organizations through the use of the National Incident Management System.

#### 1.0 OVERVIEW AND EXECUTIVE SUMMARY

As a mixed urban and rural jurisdiction lying along the gulf coast in North Florida, Okaloosa County is vulnerable to many different types of disasters. These include natural disasters such as hurricanes, flooding and tornadoes, technological disasters such as oil spills or large releases of hazardous materials, as well as criminal disasters, such as civil disorder or terrorism. Major disasters can often impact several jurisdictions within the County. They can also generate large volumes of natural and/or man-made debris requiring prompt removal and disposal to allow affected communities to return to normalcy after the event. Debris volumes can be very large, especially after an event such as a major hurricane, and can involve large-scale, countywide operations for debris pickup, transport, and disposal. Even though the County's area of responsibilities are primarily within the unincorporated regions of the County, due to several municipalities located within the County, effective inter-jurisdictional cooperation and coordination will be critical to successfully managing debris after any major disaster.

Accordingly, the local government within Okaloosa County has developed and adopted this countywide Debris Management Plan (DMP) for management of disaster-generated debris. The countywide plan defines both the actions to be taken during times of normalcy, as well as the responsibility for those actions, necessary to maintain readiness to implement and coordinate actions for collection, transport, temporary handling and permanent disposal of disaster-generated debris. The plan also defines the actions and responsibilities of all involved jurisdictions, agencies, and organizations during actual post-disaster debris management operations, from initiation of these operations through completion and termination of the debris management process.

During times of normalcy, the plan establishes an annual cycle of preparedness actions that will enable Okaloosa County's local governments and agencies to rapidly and effectively implement debris management operations. Preparedness activities to be completed pursuant to this plan include updating of local government debris management plans, completing pre-event contracting for debris removal, identifying sites for temporary debris management, and reviewing changes to applicable regulations. Preparedness operations also include identifying roadways that would be a priority for debris clearance, as well as training and exercises in plan implementation.

Following a disaster, the operations defined in this plan include assessing the impact of the event and, as indicated, activation of procedures, contracts, and facilities for debris management. Throughout the operational period, monitoring of debris removal, storage and disposal operations must be conducted, as well as implementing programs for public information and education regarding their role in debris management. It is also very important to assuring maximum reimbursement following Federally-declared disasters that documentation of debris management operations is accurate and complete.

Following debris management operations, it is also necessary to ensure that the locations and facilities that were utilized are adequately restored, and that any damages that occurred to public or private property as a result of debris management operations are identified and repaired. Post-operational actions will also ensure that all documentation regarding operations is complete and finalized, and that this plan as well as any of its associated procedures and policies, are evaluated in light of the experience and revised, if needed.

This plan also establishes countywide policies and priorities controlling debris management operations, and defines a concept of operations. Final sections of the plan also detail the organizational responsibilities for plan maintenance and implementation, the functions for administration and logistics, as well as the requirements and schedules for training and exercises.

## 2.0 PLAN DEVELOPMENT, APPROVAL AND DISTRIBUTION

This plan meets the planning requirements of the Public Assistance <u>Sandy Recovery</u> <u>Improvement Act of 2013</u>. It also meets the criteria established in the FEMA Debris Management Guide 325.

The plan development and update process recommends contracting with a private sector debris management consultant, active in Okaloosa County, which provides their experiences and recommendations.

The planning was done with the overarching goal of defining a countywide method for effective and efficient coordination of debris management operations by all local governments following a major presidential declared disaster. Full consideration was also given to current debris management programs, guidelines and requirements of the State of Florida and Federal government and also with emphasis on FEMA reimbursement requirements.

The initial DMP of 2008 and 2013 were developed by Okaloosa County and was subjected to a review process in which all participating local jurisdictions and organizations had an opportunity to provide comments and recommendations for modifications. The original plan **<u>never</u>** was formally approved by FEMA.

## 2.1 Plan Approval

This countywide debris management plan envisions a plan approval process in which the governing body of Okaloosa County formally approve the debris management plan. Through approval of the countywide plan by Okaloosa County, all county agencies would then be expected to adhere to the provisions of the plan.

Following completion of this formal approval process, it is expected that the full implementation of the plan can be achieved because of the assured participation by all agencies and the adherence of local organizations to the operational concepts defined herein.

Attachment I to the plan, documents the approvals, to date, of the countywide debris management plan.

## 2.2 Record of Distribution

In order to ensure that all signatories to the countywide debris management plan have the most recent edition of the document, distribution of the official copies of the plan are tracked and documented. The record of the distribution of this edition of the Okaloosa County Countywide Debris Management Plan is provided in **Attachment I.** 

## 3.0 PURPOSE AND SCOPE

### 3.1 Purpose

The purpose of the countywide debris plan is to support effective and efficient management of disaster-generated debris throughout Okaloosa County, Florida. The plan is intended to be a comprehensive, cooperative inter-jurisdictional approach to prepare for and implement debris management operations following any major disaster.

The plan establishes the policies controlling local government actions for debris management, and defines a concept of operations that will be utilized on a countywide basis to prepare for debris management operations and implement those operations whenever necessary. The plan also defines responsibilities for debris management operations, and implementation of the plan. The plan also identifies actions to and responsibilities for maintaining and updating the plan as well as for training and exercising assigned personnel in plan implementation.

#### 3.2 Scope

The scope of this plan is defined as follows:

- This DMP is an integral component of the Okaloosa County Comprehensive Emergency Management Plan (CEMP), and should only be implemented, as necessary, upon implementation of the CEMP and activation of the County Emergency Operations Center (EOC).
- The plan is applicable to all selected government jurisdictions of Okaloosa County. It is also applicable to all autonomous countywide agencies, regional authorities or special districts having independent responsibilities for maintenance of public lands, beaches, natural waterways or man-made canals, as well as for public roadways or other public facilities present in Okaloosa County.
- The plan will be implemented when disaster events have generated significant amounts of debris in multiple jurisdictions of the County. Nevertheless, the plan may be implemented, in whole or in part, by Okaloosa County if the volume or type of debris occurring would overwhelm the capabilities of the affected jurisdiction and would necessitate support from the County.
- The plan is applicable to all debris operations following any type of disaster, regardless of cause, and to all types of disaster-generated debris, including vegetative debris, construction and demolition debris, household debris, sediment displaced by the event, contaminated/hazardous debris.
- The plan is intended to address disaster-generated debris that must be removed and disposed of because it poses a threat to public health and safety, could result in continuing, significant damage to public and private property, and/or would substantially interfere with the economic recovery of the affected communities.

#### 4.0 SITUATION AND ASSUMPTIONS

## 4.1 Situation

There are two considerations regarding the situation underlying the countywide debris plan and its implementation. First is the situation now occurring in Okaloosa County that warrants the update, preparation and implementation of a countywide debris plan. The second is the situation as it can be expected to be present at the outset of implementation of the plan.

#### 4.1.1 Existing Conditions

- Okaloosa County is complex with regard to the types and locations that disaster-generated debris will be present after an event. Okaloosa County consists of 1,082 square miles of land area with an estimated population of 190,083 (2012). The county is a coastal county which 935.63 square miles (or 86.47%) is land and 146.37 square miles (or 13.53%) is water. It includeds three major rivers: Blackwater, Yellow and Shoal Rivers and has approximately 24 miles of coastal shoreline as well as hundreds of additional miles of drainage canals, creeks and tributaries'. Debris types can include marine debris, vegetative debris, construction and demolition debris, sediment, household products debris, boats and motor vehicles, and debris contaminated with dangerous chemicals or biological products. This debris could have to be removed from a variety of physical environments, including from under water, on and near roadways, from public properties, and from private property when public health and safety is threatened. Each type of debris and its location can involve unique removal and disposal operations and problems.
- Due to the limited acreage of county owned lands that have suitable characteristics to serve as temporary locations to support debris management operations, such sites will become increasingly difficult and time-consuming to locate and certify as suitable in future years. Advanced planning to identify and certify such sites within the County, as well as to allocate storage capacities among the County's jurisdictions, is now necessary.
- The number of entities within Okaloosa County responsible for post-disaster debris management, and the variations in the capabilities of each, will require inter-jurisdictional operations for many of the local governments in the County, such as one incorporated municipality using the temporary debris management sites operated by or in another jurisdiction. This situation necessitates establishing and utilizing operational concepts, documentation and information exchange mechanisms that are standardized or common on a countywide basis to make inter-jurisdictional operations more effective and efficient.
- Temporary debris management sites are necessary in or near the impacted areas to allow for the collection and sorting of different types of debris, for reducing the volume of debris through means such as grinding or incineration, and for preparing the debris for final disposal. Effective debris management operations necessitate that the roadway distance between

locations where debris is first collected and these sites be minimized to shorten the travel time of the trucks transporting the debris. The large geographic size of Okaloosa County indicates that a regionalized approach towards managing the debris operations, including locations of temporary sites, would be beneficial in achieving this objective.

Debris management operations following major disasters must be accomplished within parameters and restrictions defined in state and Federal regulations. This is especially applicable to events that receive Presidential Declarations of Disaster, when local governments and other not-for-profit entities become eligible for Federal reimbursement of specific disaster related expenses pursuant to the Stafford Act. Such Federal reimbursement is available for debris management programs implemented in accord with applicable regulations and requirements. These regulations are complex, frequently updated or modified, and often subject to interpretation in view of the characteristics of the specific event. In order to maximize Federal reimbursement for debris management operations, local governments, or their representatives must remain continuously knowledgeable of the most current regulations and their expected interpretation.

#### 4.1.2 Disaster Conditions

Following a disaster event, the situation with regard to debris management in Okaloosa County is likely to have the following characteristics:

- Very substantial amounts of debris could be present immediately after the event, blocking roadways, access to critical facilities, interfering with emergency operations, as well as causing other health and safety problems. The disaster scenario likely to generate the largest volume of debris on a countywide basis would be a major hurricane, which could result in very large volumes of both vegetative and structural debris.
- Immediate action would be necessary to open roadways blocked by debris. This action is often referred to as the "emergency push," in which debris is simply pushed to the side of roadways to enable emergency vehicles to pass. Roadways into critical facilities such as hospitals and fire stations, which are known as "priority roadways," would have to be cleared first to allow for other emergency operations to proceed. Following the emergency push, debris from roadway rights-of-way and other public property would have to be collected as soon as feasible to minimize continuing health, safety and fire hazards. A map of the priority roadways in the County, as currently designated, is provided in **Attachment II**.
- The Okaloosa County EOC, ESF #3, "Public Works and Engineering," and other emergency facilities would be activated or in the process of being activated. Rapid assessments of the impacts of the event, including blockage of priority roadways, would be underway or nearing completion. Information regarding the type, location and extent of debris would begin flowing from many jurisdictions, organizations and individual property owners. Information management regarding debris would very rapidly become a major issue.

- Temporary locations (DMS) for separation and storage of debris, for debris processing and volume reduction, and for preparing debris for final disposal would be needed immediately following the emergency push. These sites would be required in various locations in and near the affected neighborhoods and, if indicated, on a countywide basis. See map in Attachment V for potential DMS Sites.
- Instructions for property owners on debris separation and removal from public and private lands, and the schedules for debris collection, would be among the many other significant needs for public information and education following a major disaster. As time progressed, there would be continually increasing public concern and interest in having debris removed from affected neighborhoods.
- Local public works agencies could be overwhelmed by the volume and distribution of debris. Many communities might have difficulty completing the emergency push in a timely manner without outside assistance. Nearly all communities would be expected to require large and/or multiple private contractors to complete the debris collection and removal process.

### 4.2 Assumptions

This section defines the assumptions that are inherent in the implementation of this plan. If, for a specific disaster situation, the assumptions are not valid, then modifications to implementation of this plan would be necessary.

- Communications systems and information exchange networks, as well as other County and municipal facilities utilized by emergency services agencies and organizations, would need to remain functional or would be restored to functionality in a timely manner allowing implementation of this plan.
- The agencies and organizations, both public and private sector, assigned responsibilities under this plan, or contracted to provide services, will remain capable of staffing positions assigned herein. If necessary, local government agencies will implement continuity of operations plan, and staffing for implementation of this plan will be an essential function of the organization.

## 5.0 POLICIES AND PRIORITIES

This section describes the policies and priorities which have been established and agreed to by the signatories to countywide debris management plan.

## 5.1 Policies

This section defines the policies that have been instituted to ensure effective and efficient countywide debris management following a disaster.

#### 5.1.1 Commitment to Countywide Coordination of Post-Disaster Debris Management

The jurisdictions and organizations signatory to this plan are committed to countywide inter-jurisdictional coordination and cooperation on all aspects of the management of

disaster-generated debris. This commitment recognizes Okaloosa County as the coordinating entity for debris management operations, as well as the applicability of this plan to each jurisdiction and its own debris management operations.

## 5.1.2 Scheduled Implementation of the Countywide Debris Management Plan

The initial edition of the countywide debris management plan required several modifications to the currently utilized approach for debris management and planning by the jurisdictions of Okaloosa County. These modifications will require changes to the full range of debris management, including planning, contracting, documenting, and operating the debris management process. Therefore, to successfully implement this plan, the signatories agree that the plan will be fully implemented by June, 2014, which is intended to provide time for the jurisdictions to complete the necessary planning and implementation actions required under the plan.

## 5.1.3 <u>Compliance with Applicable Requirements</u>

There are a range of local, state and Federal requirements governing post-disaster debris management, and the signatories to this plan will comply with all applicable rules and requirements. These rules and regulations are listed in **Attachment III**, and govern the following aspects of post-disaster debris management:

- Environmental
- Public health and safety
- Protection of private property
- Eligibility for Federal reimbursement for debris management expenses

## 5.1.4 Utilization of the National Incident Management System

This plan recognizes the applicability of the doctrine, terminology and operational concepts of the National Incident Management System (NIMS). It is the policy of the local governments of Okaloosa County, and the other public and private sector organizations associated with implementation of this plan, that NIMS will be utilized during all relevant operations conducted pursuant to the plan. This policy also recognizes that personnel implementing the plan will periodically interact and coordinate with other emergency services personnel utilizing NIMS for management of emergency operations. Therefore, all supervisory personnel of the public and private sector organizations implementing this plan will have received the required training pursuant to NIMS.

## 5.1.5 <u>Standardization of Operational Concepts and Documentation Procedures</u>

In order to effectively implement a countywide debris management plan, it is necessary that all participants utilize standardized operational concepts, including those mandated by NIMS. Therefore, this plan establishes standard concepts and documentation that will be used by all jurisdictions for the following:

• Contracting with private debris management companies

- Placarding of vehicles hauling debris
- The "load ticket" used to document the volume of debris hauled in a vehicle
- Standardized electronic data formatting and reporting
- Training and experience for key individuals involved in debris management

These policies for standardization are detailed below in the section of this plan describing the concept of operations for countywide debris management.

## 5.1.6 Regionalization of Debris Operations

Because of the geographic size of Okaloosa County, pre-event preparedness planning and coordination operations for plan implementation may be based on different districts located throughout the County.

#### 5.1.7 Use of Agreements for Debris Management Services

It is recognized that municipalities and/or special districts within Okaloosa County have their own resources and capabilities to implement emergency operations at the time of a major disaster, including debris management operations. Therefore, this plan incorporates a policy to enable Okaloosa County and other local governmental entities to enter into inter-local agreements or equivalent contractual arrangements among themselves for purposes of debris removal and management. These agreements may be for full operational support by one jurisdiction for debris management within another or more limited in scope, e.g., one jurisdiction utilizing another jurisdiction's temporary debris management sites. When implementation of the debris management plan of any jurisdiction within the County depends on services, facilities, equipment, or personnel from another jurisdiction, the availability of these resources will be confirmed through a written agreement between the jurisdictions, and this written agreement will be updated and/or confirmed as still valid with each annual updating of the jurisdictions' debris management plans.

#### 5.1.8 Jurisdictional Pre-event Planning for Debris Management

In order to effectively coordinate inter-jurisdictional issues in debris management, each participating local government jurisdiction, regional authority and special district must define its own roles and responsibilities regarding debris management and be able to fulfill them in a timely and effective manner. Therefore, each signatory to this plan will prepare, approve, and update prior to March 1 of each year, a debris management plan defining the jurisdiction's roles and responsibilities, how they will be implemented, and how the jurisdiction will interact, when necessary, with the operations conducted pursuant to the countywide debris management plan

## 5.2 Priorities

The signatories to the countywide debris management plan have agreed that the following priorities will be used to guide debris management operations on both a countywide basis and within each jurisdiction:

• Operations to protect public health and safety will be given the highest priority. Similarly, debris management operations will not endanger the health and safety of individuals engaged in debris collection, transport, and handling, or to the public adjacent to debris transportation routes, temporary debris storage sites, or debris disposal sites. During all operations, it is imperative that all safety precautions be carried out to their fullest. The Occupational Health and Safety Administration (OSHA), a federal organization charged with implementing a minimum set of safety policies and procedures in the work environment should be complied with at all times. This will help ensure that the County maintains an equivalent level of safety in their working environment.

An on-site safety plan should be established and implemented. This should include, at a minimum, the following commitments:

- Equipping employees and subcontractors with the required safety equipment, hard hats, clothing, and other safety materials necessary to perform specific work task
- Provide employees and subcontractors with continuing safety and health training necessary to enable them to perform their work in a safe manner
- Assuring that at no time, while on duty, no workers be under the influence of alcohol, narcotics or mind-altering substances.
- Assuring that all employees be required to immediately report all accidents or injuries to their supervisors.
- Conducting safety meetings to review past activities and conduct hazard analyses to establish, if necessary, new safe working procedures
- Assuring that all associates, regardless of position, know that they have the right to "Stop the Job" if an unsafe situation arises.
- Conduct ongoing potential hazard analyses to define the activities being performed, the sequences of work, the specific hazards anticipated, and the control measures to be implemented to eliminate or reduce each hazard to an acceptable level.
- Maintain a list of local Hospitals, Police Stations, and Fire/Emergency Response Stations for immediate notification if a health issue should arise.
- Maintaining traffic control during transportation phases of the debris hauling.
- Placement of appropriate safety trained personnel at pickup and distribution sites
- Conduct BMP at all sites to prevent unwanted runoff. These might include silt fences, berms, or drainage filters.
- Operations to ensure and/or restore the continuity of local government and protection of vital community infrastructure will be the next highest priority.
- Operations to protect and/or prevent additional damage to public property will be the next highest priority. Similarly, actions will be taken to protect private property when a failure to act would also endanger surrounding properties or public safety.

- Operations to protect valuable and irreplaceable environmental and historical resources will be the next highest priority. Environmental and Historic Preservation considerations, that can be triggered by disaster related activities should be adhered to as outlined in the National Environmental Policy Act (NEPA) and the National Historic Preservation Act (NHPA), Failure to comply with these acts could result in legal actions or project delays. If certain laws are violated or procedures not followed, Federal funding may not be available.
- Operations to restore and enhance normal economic activity in the affected communities will be the next highest priority

## 6.0 CONCEPT OF OPERATIONS

This section describes the concept of operations that will be used to maintain and implement the countywide debris management plan. The section addresses the jurisdictional and organizational responsibilities and relationships, the facilities that will be utilized, and the operational actions that will be taken before, during and following a disaster and the activation of this plan.

## 6.1 Overview of the Concept of Operations

Okaloosa County will undertake an annual cycle of actions necessary to maintain readiness to implement this plan with little or no advanced notice. The pre-event annual planning actions will be scheduled to be completed prior to June 1 of each year, i.e., the start of hurricane season. Basically, pre-event planning actions will ensure that all aspects of the countywide debris plan have been confirmed as in place for the upcoming year. During the pre-event time period, all participating agencies and organizations of Okaloosa County, as the coordinating jurisdiction, will:

- Execute and/or update mutual aid agreements among jurisdictions and/or contracts with private sector debris management firms
- Review the latest revision to state and Federal rules, regulations and guidance pertaining to debris management and those operations eligible for reimbursement following declared disasters.
- Complete all training of key personnel and conduct an exercise of this plan
- Confirm the availability of temporary debris management sites throughout the County, as well as permit and/or confirm the suitability for permitting of these sites
- Identify opportunities for jurisdictions to recycle disaster debris /recover materials for beneficial uses. The salvage value of various recyclable or reusable materials will depend on regional market conditions and types of debris generated. Salvage value may offset costs associated with eligible debris removal or be included as a separate contract component.

Upon the occurrence of a disaster that has required activation of the Okaloosa County EOC and has created a significant amount of debris, the County will take the following actions:

- The County EOC will need to activate a designated Debris Management Coordinator (DMC). Upon direction from the DMC, the plan would be activated and staffing by assigned personnel of Okaloosa County, including departments of Public Works and Transportation, Health and Safety, and Finance and Administrative Services. As necessary and when requested, other County agencies would provide personnel to assist with staffing.
- If indicated by the magnitude of the debris generated and the availability of local resources, the County EOC, on behalf of County would request direct Federal Assistance for debris removal pursuant to FEMA Recovery Strategy RS-2006-2.
- The DMC would monitor the "emergency push" throughout the affected area and, if indicated, recommend County resource support to affected jurisdictions
- Following the emergency push, and through the DMC, daily coordination of operations with all participating agencies would occur, pursuant to the jurisdictions' and the County operating procedures. Coordination would include such activities as monitoring progress in debris collection and the operation of temporary debris storage sites, assisting with scheduling of debris collection, providing and/or coordinating public information, reviewing and reconciling load tickets applicable to County operations, and providing technical support to participating jurisdictions, e.g., regarding eligible costs.
- Scheduling the termination of debris collection operations and the closing of temporary sites

As the debris collection operations approached completion, the Debris Management Coordinator would coordinate countywide actions to terminate operations. These actions would include:

- Monitoring final disposal of debris and ensuring that final disposal operations are within regulatory requirements and eligible for Federal reimbursement, when indicated.
- Coordinating with participating agencies to ensure the closing of temporary sites and their restoration to pre-event conditions, to the extent feasible.
- Coordinating with participating jurisdictions to ensure appropriate response to public complaints, including those involving damages to property as a result of debris collection and management
- Providing consistent and accurate public information regarding the termination of the debris management process
- Finalizing all documentation processed, coordinating the deactivation process with participating jurisdictions, and deactivating Operations.

Additional details regarding these operations are provided in the following sections.

## 6.2 Facilities and Organizational Relationships

This section defines the facilities that will be utilized for implementation of the countywide debris management plan, the organizations involved, and the relationships among them.

## 6.2.1 Facilities Involved in Debris Management

The key purpose of this plan is to enhance inter-organizational coordination and cooperation in countywide debris management operations. As such, the plan recognizes that the countywide agencies, in accord with this debris management plan, activate staff facilities for debris management. This section describes the facilities that will be activated by the County to support and manage the coordination actions by the participating local governments, as called for by this approved plan.

The facilities from which countywide debris management operations will be coordinated by Okaloosa County personnel, and the basic role that each has, are the following:

Okaloosa County Emergency Operations Center – The County EOC is located in Niceville, Florida. The debris management coordination in the County EOC will be conducted by the Debris Management Coordinator, (DMC) in cooperation with ESF #3, Public Works and Engineering" and the EOC. The DMC will assist with strategic planning and operations regarding countywide debris management. The DMC is also responsible for ensuring that the debris management process is fully coordinated with and supportive of other emergency operations being implemented through the County EOC by other County ESFs. The Okaloosa County Debris Management Coordinator will recommend tactical management and coordination of ongoing, day-to-day debris management operations. One of the key roles of the DMC is to ensure adequate inter-organizational coordination of debris management operations within the County. Also, the DMC will act as the liaison between the County and FEMA and FDEM during a disaster.

- Implementing a rapid impact assessment process to identify the extent of debris produced by the event and which priority roadways are blocked with debris.
- Advising the EOC on the likely need for direct federal assistance for debris removal; Supporting actions to request such assistance
- Initiating and coordinating the emergency push of debris for the preplanned priority roadways, as well as for other priority locations, if indicated, by the rapid impact assessment
- Determining whether the amount or type of debris anticipated or known to have resulted from the event warrants activation of the countywide debris plan,
- Maintaining communication and coordination with the EOC to ensure effective integration of debris management operations with all County ESFs
- Maintaining coordination with the State EOC and/or State/Federal Joint Operations Center (JOC) regarding policy and strategic issues relevant to

debris management in Okaloosa County; Securing the continuing involvement of state and Federal agencies in supporting the countywide debris management operations

- Supporting public information and education actions related to debris management through the County EOC's ESF #14, "Public Information," or through a Joint Information Center established by local, state and Federal officials
  - Coordinating County support to other jurisdictions, when necessary, to ensure the timely completion of the emergency push
  - Utilizing, when indicated, computerized, debris-simulation models to support tactical operations planning; Estimating the types, volumes and locations of the debris generated by the event, and, as indicated, securing appropriate specialized services and operations, e.g., for managing contaminated debris, motor vehicles, etc.;
  - Coordinating development of a countywide debris collection schedule and monitoring of progress in achieving the schedule; Routinely providing information regarding the schedule to County ESF #14
  - Coordinating the activation and staffing of the County's pre-identified temporary debris management sites; Maintaining monitoring operations at the County's sites
  - If necessary, working with adjacent counties, municipalities and other private sector entities to identify, permit and activate additional temporary debris management sites within or near the County.
  - If indicated, coordinating the activation of County resource staging areas necessary to support debris operations; Working with municipalities, regional authorities, and special districts to continually monitor the adequacy of available personnel and vehicles to achieve the established debris collection schedules
  - Ensuring the adequacy of monitoring personnel and the effectiveness of operations at the County's debris collection locations and temporary debris management sites
  - Implementing, in coordination with County ESF #14, a public information and instruction program regarding the countywide debris management process; Implementing and advertising a mechanism to respond to questions from the public, e.g., a "debris hotline".
  - Staffing and implementing, as needed, immediate programs for training of key debris workers and certification of vehicles for hauling debris
  - Providing technical support and advice to municipalities, regional authorities, and special districts regarding environmental, safety, health and property protection issues resulting from uncollected debris and/or debris management operations; If necessary, request corrective actions through the County EOC or the corresponding municipal EOC
  - Implementing and/or coordinating information exchange and documentation review operations to ensure reconciliation of debris amounts collected, stored, reduced and disposed by the County;
  - Monitoring debris management operations on a countywide basis to ensure requirements and guidelines for Federal reimbursement of eligible debris management expenditures are being met.

- Implementing other necessary tactical actions and operations to ensure continuing coordination of debris management and adherence to local, state and Federal requirements
- County Temporary Debris Management Sites Temporary debris management sites pre-identified by the County through the approved debris management plan are described in Attachment V. While differences in the purpose, staffing, and operations at temporary debris management sites will occur, generally, all sites will have responsibility for the following:
  - Ensuring continuous supervision and management of site operations through assigned, trained personnel from local government and/or private contractors; Providing contact information for the supervisory staff of any site to the County Debris Management Coordinator.
  - Ensuring that the site is activated, configured and equipped in accord with pre-existing site plans or, if needed, with site plans prepared prior to site activation and approved by the County EOC and the DMC.
  - Effectively controlling vehicle entrance and exit, debris separation, and other operations to prevent the placement of inappropriate or excessive debris at the site, or to avoid creating traffic and/or nuisance problems on adjacent streets
  - Maintaining continuous monitoring of entering vehicles for debris volume, completing all documentation accurately, and relaying information to the County EOC.
  - Where applicable, providing space and support to monitoring personnel contracted by Okaloosa County.
  - Ensuring adherence to all applicable regulations or guidelines for health and safety, environment protection, fire prevention, and nuisance abatement; Refer complaints to the Debris Management Coordinator and respond promptly to instructions for corrective actions
  - Providing general information to the Debris Management Coordinator regarding operations at the site, as requested, such as the number of vehicles serviced per hour or day, the rate of debris delivery, reduction and removal for disposal, the remaining capacity of the site, the occurrence of accidents, injuries or other problems, etc.
  - Monitoring and documenting movement of debris from the site to the authorized location of final disposal
  - In coordination with the DMC, ensure the timely and proper deactivation of site operations and restoration of the site to the pre-disaster conditions
  - Taking other such actions as necessary for effective, efficient, and safe operation of the sites
- Debris Management Sites DMS should be established by the County EOC and the Debris Management Coordinator in suitable areas to support debris operations. Staging area locations and operations will be approved by the EOC and/or the local government jurisdiction in which they occur. Site pre-authorizations/permits will be obtained from the Florida Department of Environmental Preservation before activation and burning authorizations from the Florida Division of Forestry prior to any burning at the site. Pre-planned resource staging areas for debris management, as identified by Okaloosa County, are listed in Attachment V.

- While the functions of a staging areas will vary, the following are potential uses or roles:
  - A separate location dedicated to debris management personnel, equipment and vehicle operations to minimize disruption to residential and retail commercial neighborhoods, schools, and other sensitive areas
  - Temporary waiting/resting areas for personnel, equipment and vehicles awaiting deployment to debris collection locations
  - Locations for providing training and instructions to debris management personnel
  - o Locations for measuring and certification of debris hauling vehicles
  - o Areas for vehicle and equipment fueling, repair and maintenance
  - Areas for personnel services, such as first aid, toilets, feeding stations, etc.
  - Other such purposes as needed to support the debris collection operations

#### 6.2.2 Organizational Relationships

The key purpose of this plan is to enhance inter-organizational coordination and cooperation in countywide debris management operations. As such, the plan recognizes that the incorporated municipalities and countywide agencies, regional authorities and special districts will establish and activate organizations and personnel for their debris management. This section describes the organizations that will be activated by the County to provide for the inter-jurisdictional coordination called for by the plan. It is not the intent of this section to define how municipalities, regional authorities, or special districts are to structure their own debris management organizations.

This section describes the organizations that are involved in debris management in Okaloosa County and their relationship during implementation of this plan. The principal organizational groups are defined as follows:

- Okaloosa County EOC- The EOC including it's Debris Management Coordinator will have responsibilities to coordinate the inter-jurisdictional preevent planning and preparedness activities required under this plan. The EOC and the DMC will provide coordination and oversight to ensure that the annual debris management planning and preparedness activities are effectively completed prior to June 1 each year.
- The County Debris Management Coordinator and the Emergency Support Function #3, "Public Works and Engineering" – At the time of a disaster, will carry out the role of policy making and strategic planning for debris management, for ensuring that debris collection is coordinated with other ESFs, and for gaining state and Federal cooperation with countywide debris operations. ESF #3 is a group within the Public Works and Infrastructure Section of the Okaloosa County EOC.
- Okaloosa County agencies, contract personnel, and/or mutual aid personnel.

#### **County Roles and Responsibilities**

The following agencies have responsibilities in this plan:

**Okaloosa County Division of Emergency Management:** This agency is responsible for the supervision of the overall event. The Director of Public Safety will serve as the Incident Commander for all emergencies requiring the activation of the Comprehensive Emergency Management Plan (CEMP). This agency will be responsible for the overall coordination of resources in the event.

#### Okaloosa County Public Works Department (ESF 1 & 3):

The Public Works Department will serve as the lead agency and will be directly responsible for all phases of the debris removal process. The PWD has overall responsibility for these operations, planning, logistics, and cost of the debris management operations. The PWD will assign team members and task for the project and the Debris Management Coordinator will track the completion of tasks to ensure quick implementation of the debris removal operations. PWD will also be responsible for the obtaining and retention (up to five years) of all appropriate records and documentation that is required for reimbursement under the FEMA Public Assistance Program.

#### The County's Debris Management Coordinator:

The DMC will represent Okaloosa County for the debris coordination activities on a daily basis, as assigned by the EOC and the Public Works Department. The DMC will work closely with the Debris Contractor and Debris Monitoring Company and will serve as the Debris Project Manager. The DMC will be knowledgeable of the applicant's processes, procedures, personnel, resources, and limitations. A main concern will be for the DMC to keep communication and coordination efforts between departments a priority.

**Okaloosa County Sheriff's Office (ESF 16):** May utilize inmate labor to assist in the response phase for emergency clearance of roadways (for non FWHA roadways only). The Sheriff's will also assist in establishing priorities for clearance and debris issues.

**Okaloosa County Fire Rescue, (ESF 4, 9, & 10):** May assist in the response phase for emergency clearance of roadways. They will also assist in establishing priorities for clearance and debris issues.

**Department of Health ESF 8:** Will assist in identifying public health and safety issues and the establishment of priorities.

**Okaloosa County Property Appraiser (ESF 3):** Will assist in the initial damage assessment and may help in identifying potential properties that may be utilized for TDSRS.

**Okaloosa County Building Department (ESF 3):** Will assist in the initial damage assessment and may help in identifying potential properties that may be utilized for TDSRS.

**Legal Council:**Will assist in the contract procurement and development process. Review contracts, work orders, amendments, RFP's, leased sites and agreements to make certain compliance with 44 Code of Regulations(CFR) and FEMA DAP9580-201 have been followed; and that the private property and condemnation process has met the appropriate requirements of the Public Assistance Program.

**Okaloosa County Volunteers and Donations (ESF 15):** Will provide assistance to private citizens who are unable to remove eligible debris from private property. These activities will be coordinated through the Okaloosa County EOC.

Florida Department of Transportation (FDOT) (ESF 1 & 3): Will provide advice as to debris removal from all State and Federal Highway roadways.

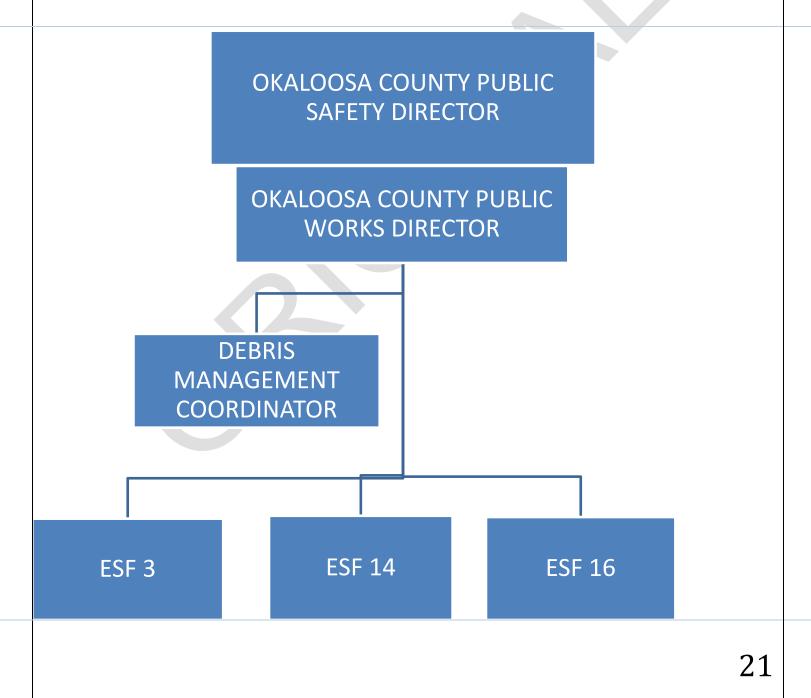
Florida Department of Environmental Protection (FDEP) (ESF 10): Will provide environmental oversight and assist in the inspection permitting operation and closure of Temporary Debris Storage and Reduction Site(s) (TDSRS). They will also assist in other environmental permitting needs such as removal of debris from canals. FDEP will provide oversight on the storage and disposal of hazardous debris. They will assist the county in all of the permitting requirements of the Debris Management Cycle.

Florida Department of State (DOS), through the State Historic Preservation Officer, will provide historical and archeological oversight and assist with issues that might need compliance with the National Historic Preservation Act.

**Debris Contractor**: The Debris Contractor will assist in the development of plans, assist in the emergency clearance and debris removal phases and perform all of the operations assigned in this plan, including the operation of the TDSRS, collection, recycling, reduction and disposal. These items will be further detailed in this plan.

**Debris Monitoring Company:** Provides all aspects of documentation from cradle to grave. They assist county in assuring that the entire process is documented and remains reimbursable under FEMA guidelines. They also participate in all aspects of the Debris Planning cycle.

The organizational structure illustrated below is intended to be an example of a chain of command suitable for control and coordination of major debris management operations following a large-scale disaster. The organizational structure could be modified, consistent with ICS concepts, to adjust to the type of operations needed based on the location of the event, and the type of debris management operations necessary and the assignment of task:



## 6.3 Standardization and Certification

Important objectives of this plan are to expedite the initiation of debris management operations following a major disaster, to ensure effective inter-jurisdictional coordination, and to promote full compliance with applicable local, state and Federal requirements for post-disaster debris management. To achieve these objectives, this plan incorporates policies to, wherever feasible and practicable, standardized documentation, conduct standardized pre-event training of personnel, and to standardize and facilitate the contracting process with private debris contractors by the participating jurisdictions. These actions are an important and necessary element in implementing the plan's concept of operations and they are defined in this section.

#### 6.3.1 Standardization

The following standardized actions are to be taken by all signatories to this plan and are to be incorporated in to all debris management plans and implementing procedures, as well as requirements in contracts and agreements:

- "Load Tickets" Each jurisdiction collecting and hauling disaster-generated debris will utilize a standardized format and content for the "load ticket" necessary to document the volume hauled in a specific vehicle. The format for this standardized load ticket is illustrated in Attachment VI. The standardized load ticket has been designed to conform to applicable state and Federal requirements, and to provide the necessary information needed to document the origin, volume, vehicle, and delivery of debris. Standardized load tickets will be provide to the jurisdictions by Okaloosa County as a part of the pre-event planning process for debris management. The purpose of requiring all jurisdictions and all contractors to utilize a common form of load ticket is to ensure that, especially for debris management operations involving more than one local jurisdiction and/or contractor, information will be consistent, complete and easier to reconcile. A key element is that the single jurisdiction from which the debris load originated is prominently displayed on the ticket, with the intention of preventing a single debris load from containing debris from more than one iurisdiction.
- Vehicle Placards Vehicles hauling debris originating from any jurisdiction within Okaloosa County must display placards on each side of the vehicle that clearly display the contracting jurisdiction, the contractor, local government agency, and subcontractor name (if applicable), the vehicle number, the certified volume of the truck, and the date of certification. An illustration of the format for the standardized truck placard is provided in **Attachment VII**. The placards are to comply with all state and Federal requirements. At a minimum, they are also to display the name of the contracting jurisdiction, the contractor, agency and/or sub-contractor in plain language and fully spelled out, not as initials or identification numbers. The purpose of this policy for standardization is to enable – throughout the County -- any individual functioning in an official capacity, or any member of the public, to readily identify this basic information about the vehicle

for operational purposes or in the event of an accident or problem, e.g., dropping of debris on the roadway surface.

Standardized Contracting for Debris Management Operations - All or nearly all of the jurisdictions within Okaloosa County, pursuant to this plan, may be expected to execute, prior to the onset of hurricane season, contracts with one or more private debris management companies for debris collection, monitoring, and/or temporary storage and disposal. In order to facilitate inter-jurisdictional coordination of debris management operations, it is necessary that such contracts contain minimum standards regarding the terms and conditions of the contract, especially regarding the technical capabilities and performance of the contractor, as well as the intent to integrate information management systems to facilitate inter-jurisdictional/inter-organizational data exchange. The County including representatives of incorporated municipalities, will develop a standardized contract template that is given in Attachment VIII which defines the standard technical specifications that represent the minimum to be incorporated into such contracts. Signatories to this plan are expected to utilize this standardized technical specification, or one consistent with its provisions, when securing private debris management services. The standard technical specification will establish countywide, common contract terms and conditions that will facilitate cross-jurisdictional implementation of debris management operations while maintaining a minimum level of performance, e.g., common standards for vehicle safety, utilization of another jurisdiction's temporary debris management site, etc.

The technical specifications also include options for other services from the debris contractor, should the jurisdiction or organization desire. In addition, each jurisdiction or organization would be expected to add other legal and procedural terms and conditions as necessary, while relying on these technical specifications.

Okaloosa County, as the coordinating entity, will facilitate utilization and implementation of the standardized contract template. The County will implement a competitive bidding process to contract for debris collection, monitoring and disposal services. This contracting process will comply with all applicable local, state and Federal requirements and will be with three categories of qualified debris management firms, as follows:

- A firm with equipment, personnel, and vehicles with office(s), equipment and personnel that are in or immediately adjacent to Okaloosa County; or
- A firm with equipment, personnel, and vehicles with office(s), equipment and personnel in or immediately adjacent to Okaloosa County that is certified by the County as a minority or woman owned business enterprise (M/WBE); or
- One or more regionally and/or nationally based firms with significant equipment, personnel, and vehicle resources available for debris management.

Contracting with these three categories of firms is intended to facilitate having local debris management resources available quickly after an event, with the capability of supplementing the locally available resources should they be

insufficient for timely completion of the debris removal process. The County selected contractors would also be responsible for debris management services within any unincorporated area within each district.

Monitoring Contractors for Multi-Use Temporary Debris Management Sites – In order to simplify and streamline the collection and reconciliation of data regarding debris volumes collected, the County will have responsibility for contracting with a qualified firm for monitoring at multi-use temporary debris sites. That is, the County's monitoring contractor will monitor load volumes, debris types delivered, and eligible debris at each temporary debris site intended to be used by more than one jurisdiction, countywide agency, regional authority, or special district. The County may elect to contract with a single firm or more than one in order to ensure that all multi-use sites in each of the debris management districts is effectively staffed in a timely manner. While the jurisdictions or organizations using such sites may also provide their own monitors, the County's Debris Management Coordinator will have primacy regarding the data provided to the County for reconciliation and use in requests for Federal reimbursement.

### 6.3.2 Certification

To facilitate both rapid implementation of debris management operations, as well as to assure their efficiency and safety, the signatory entities to this plan are encouraged to pre-certify equipment and personnel that are intended to be utilized for debris management operations. This process will be coordinated and supported by Okaloosa County, and be available to locally-positioned contractors' personnel and equipment. Prior to June 1 of each year, local debris management firms under contract to the County and/or other jurisdictions, will be expected to certify resources under their control as follows:

- Local contractor's equipment to be used in debris management, e.g., an air curtain incinerator, truck scales, etc., may also be pre-certified, if necessary and desired by the County and/or contracting jurisdiction.
- Local contractor's personnel, consistent with their assignments for debris management, would also be expected to complete the required training for the position, as given by or for the County and/or contracting jurisdiction. Individuals successfully completing this training will be considered precertified for staffing the corresponding debris management operations for which they were trained.

Both the local contractor and contracting jurisdiction would maintain records of the annual certifications of vehicles, equipment and personnel. Upon activation of a contract, the certified local resources could be immediately deployed upon confirmation by the contractor and contracting jurisdiction. As feasible, local resources from contracted, nationally-based firms may also participate in this process. (Note: The County and/or the contracting jurisdiction will also implement a process to certify vehicles, equipment, and personnel incoming from other locations at the outset of debris operations following a major disaster.)

Pre-identified, temporary debris management sites may also be certified as suitable for this purpose and, if feasible, permitted and/or licensed prior to their actual use following a disaster. As stated elsewhere in this plan, temporary debris management sites will be identified on an annual basis in the debris management plan. These sites, as necessary, are intended to be those that would be utilized if a major disaster struck Okaloosa County during the next 12 month period. Okaloosa County will be responsible for certifying the submitted site as suitable for temporary debris management sites, and, to the extent feasible, obtaining and/or coordinating the necessary environmental permits, zoning exemptions, and similar licenses necessary to immediately open and operate the sites as soon as they are required. The availability of pre-permitted, pre-licensed sites is expected to significantly expedite initiation of debris management.

## 6.4 Operations

This section defines the operations that will be implemented pursuant to the plan. The operations are defined for the pre-event period during times of normalcy, for immediately prior to and following the event, and for post-event termination and demobilization of operations. The operations described below are intended to be implemented with flexibility and to be adjusted to the specific needs of the debris planning and plan implementation process as they may change through time.

## 6.4.1 Pre-event Operations During Times of Normalcy

This section defines the operations that will be completed annually, prior to a disaster's occurrence and during times of normalcy, in order to maintain a high level of preparedness to rapidly implement debris management operations in the coming year. The operations are associated with a general timeline in order to provide guidance for completing all pre-event operations by the start of hurricane season on June 1.

Pre-event operations will include, but not necessarily be limited to the following:

- Operations Prior to January 15: The following operations will be completed prior to January 15 each year:
  - Okaloosa County will complete the following:
    - Gather and review documentation on the current status of any ongoing debris management operations within the County, and integrate the planning implications of these operations into the planning process.
    - Gather and review recent changes to state or Federal rules, regulations and/or guidance that would influence debris management operations in Okaloosa County
    - Prepare relevant materials necessary to support the annual Okaloosa County EOC's Debris Management Planning Meeting; Schedule and facilitate that meeting.
    - Schedule the training and exercise programs defined in this plan
  - The Okaloosa County EOC and it's DMC will meet for the following purposes:
    - To review any activations of the countywide debris management plan during the preceding year and to define any modifications to the plan indicated

- To review the plan to determine if recent changes in demographics, local government organization or other characteristic of Okaloosa County warrant modifications to the plan; Assign responsibility for the modifications, as indicated.
- To reaffirm the jurisdictions, countywide agencies, regional authorities and special districts that are to be included as participating jurisdictions in the plan
- To discuss the current framework of laws, rules, regulations and guidance considered applicable to debris management operations; If necessary, to assign agencies or individuals to conduct further review
- To review and agree to modifications, if indicated, of the standardized debris contract technical specifications
- To implement any other such debris management planning or preparedness activities necessary
- Operations to be completed prior to March 15 of each year:
  - Okaloosa County would complete its process to competitively contract with debris management firms for each of the debris management districts
  - Okaloosa County would complete contracting with one or more monitoring contractors to support operations at multi-use temporary debris management sites in each debris management district, once identified for the coming year.
- Operations to be completed prior to May 1 of each year:
  - Okaloosa County will assess and with the Florida Department of 0 Environmental Protection, pre-certify the temporary debris management sites included in the individual jurisdictional plans. Whenever feasible, with the involved jurisdiction's cooperation, the County would obtain the necessary permits and other licenses needed for their utilization during the coming year. These permits, which might include Florida Department of Environmental Protection, Florida Division of Forestry burning authorizations (if burning is a method used for reduction), as well as other local, state and federal environmental permitting as needed to meet the requirements of the National Environmental Policy Act; These sites will be compiled by the County for each debris management district, and the jurisdictions within each district notified accordingly of the pre-certified, pre-licensed sites. During this process, the County will also, for a variety of disaster scenarios, compare the amount, type and location of the debris that estimated to be generated in each district to the anticipated capacities of the available, pre-certified sites within or adjacent to the district. As indicated, the County, in cooperation with the corresponding jurisdictions within the district, will take corrective actions, as feasible. The objective of this effort is to have adequate temporary debris disposal capacity for each district located within that district or as close to the district boundaries as possible. As necessary, the County will facilitate inter-local agreements among jurisdictions for the use of temporary debris sites within a District.
- Operations to be completed prior to June 1 of each year:
  - The County and/or contracting jurisdictions will certify locally available equipment and personnel of contracted firms, to the extent feasible. This

information will be available for the Debris Management Coordinator, upon activation.

- The County, all participating jurisdictions, and contractors, as indicated, will confirm adherence to the standardized operational concepts, documentation practices, and information exchange protocols established herein and any identified problems, conflicts or inconsistencies addressed, as needed.
- The County and it's DMC, with the cooperation of participating jurisdictions, will ensure that training in the implementation of this plan and in debris management operations, in accord with the most recent state and Federal requirements, is available to all jurisdictional and contractor personnel to be involved in key positions in debris operations. The County and each jurisdiction will maintain a record of individuals successfully completing the training, and these records will be available to the jurisdiction's facility utilized for debris management during its activation. Training records will also document completion of the required NIMS training for personnel involved in debris management operations, as applicable.
- The County will schedule, conduct and evaluate a debris management exercise intended to familiarize jurisdictional personnel with the implementation of this plan and the individual jurisdictional plans. If indicated, the County and the participating jurisdictions will incorporate any relevant findings of the exercise evaluation into the plans and implementing procedures for the upcoming year.

## 6.4.2 Household Hazardous Waste Pre-Disaster Planning

Debris management personnel should be aware of the effects that household hazardous waste can have on the overall debris clearance, removal and disposal mission. Predisaster planning should include having professional hazardous waste response teams assigned ahead of time to provide assistance in identifying and disposing of household hazardous waste. Household hazardous waste generated by a natural disaster may consist of common household cleaning supplies, pesticides, motor oil, lubricants, transmission and brake fluid, gasoline, anti-freeze, paints, propane tanks, oxygen bottles and batteries. Household hazardous waste may become mixed with other debris, requiring close attention throughout the debris clearance, removal and disposal process. The following pre-disaster planning actions should be implemented:

- Identify trained hazardous waste response teams to collect, sort, store and dispose of excessive quantities of household hazardous waste.
- Have emergency hazardous waste contracts in place or prepare generic scopes of work that can be fine-tuned with minimal effort for removal and disposal of accumulated household hazardous waste.

#### 6.4.3 Operations During Disaster Periods

This section defines the debris management operations that are likely to be necessary during periods of disaster. These operations would be expected to be adjusted, as needed, to the unique characteristics of the event and the locations affected. All actions are defined for those events known or anticipated to cause a significant amount of debris to occur in multiple jurisdictions. Please note that all activities falling under the FEMA

Public Assistance Program will be in full compliance with the National Environmental Protection Act and Section 12 of the Historic Preservations Act.

#### Operations Immediately Prior to an Anticipated Event

Operations for those major disasters characterized by having a "watch" and "warning" period, e.g., hurricanes, floods, etc., will include the following:

- The Okaloosa County EOC and the Okaloosa County Debris Management Coordinator, will ensure that the following have occurred:
  - All jurisdictions are aware of the watch/warning and the schedule for lifting the watch/warning if the event does not materialize
  - All jurisdictions are briefed, as possible, regarding the type, magnitude and location of impact of the event and the potential implications to the countywide debris management process
  - Debris management firms contracted to the County are advised of the watch/warning and, if indicated, requested to standby for activation and to implement such preparatory actions as necessary
  - The occurrence of temporary conditions in the County normally unanticipated in the plan, e.g., emergency roadway construction, preevent flooding, etc., are identified and their potential influence on plan implementation considered
  - All County personnel, as appropriate, are instructed to review plans, procedures, checklists, contractor agreements and similar documentation related to debris management
  - The County's readiness to activate, staff and operate other pre-identified debris management sites, e.g., temporary debris management sites, etc., is confirmed
  - Resources to be utilized immediately following impact of the event are prepared (e.g., vehicles are checked and fueled), protected from the impact of the event (e.g., relocated from the surge or flood zone), and are pre-positioned to implement the emergency push and to support other immediate emergency operations
  - Pre-prepared public information and emergency instructional materials are reviewed, updated for the anticipated event conditions, and readied for distribution if and when necessary
  - Procedures for the initial provision of training and certification of incoming contractors are reviewed and the availability of facilities to do so are confirmed
  - The County agencies assigned responsibilities for implementation of this plan are prepared to activate their continuity of operations plans, if necessary
  - County personnel that will be staffing this plan are requested to review their family preparedness plans
    - Other such actions are taken by the County to implement this plan in a timely manner should the event impact the County

## Sequence of Events

The following list outlines the general sequences of events during a disaster.

- 1. Pre Storm Notification
- 2. Pre Storm Planning Session
- 3. Pre Storm Mobilization
- 4. Disaster Occurs
- 5. Stakeholder Planning Session to implement Phase I
- 6. Response Declaration of Emergency (Local / State)
- 7. Phase I Operations Emergency Work (70 hours)
- 8. Phase I Operations Emergency Work Technical Assistance and Support
- 9. Maintain records (labor, equipment, materials, contracts, etc.)
- 10. Compile Estimated Damage Costs report to County for submission to the State
- 11. Evaluation of the Request of State / Federal Aid
- 12. Federal / State Survey of Need Preliminary Damage Assessment (PDA)
- 13. Governor's Request for Federal Assistance
- 14. Presidential Declaration of Emergency / Disaster
- 15. Planning Session to Implement Phase II Operations (Day 1 to Day 21)
- 16. Phase II Operations Removal & Disposal
- 17. Phase II Operations Technical Assistance and Support
- 18. Request Immediate Needs Funding (if necessary)
- 19. Designate Applicants Representatives
- 20. Attend Applicant Briefings submit a request for Public Assistance

## Initial Operations for an Actual Event

Initial operations at the time of an actual event will include, but not necessarily be limited to, the following:

- Activation of the Okaloosa County EOC and Debris Management Coordinator.
- Completion of the rapid impact assessment to identify the status of priority roadways and the general volume, type and location of the debris generated
- Determination of the need to request direct Federal assistance for debris management pursuant to FEMA's Recovery Strategy RS-2006-2; If indicated, make the request through the State EOC.
- Initiation of the emergency push for priority roadways and other areas of County responsibility

- Coordination of the emergency push with the policies and priorities established by the County EOC and with the needs of other County ESFs
- Activation of municipal EOCs and ESFs, as well as other jurisdictional emergency centers, as indicated, and activation of the affected jurisdictions' debris management plans
- Coordinating the initiation of the emergency push with incorporated municipalities and state agencies; Ensuring the adequacy of resources to fully implement the emergency push
- Notifying and mobilizing, if necessary, debris removal and monitoring contractors and deploying contractor resources to initiate and/or support the emergency operation.(See Attachment XI)
- Immediately following activation of the Debris Management Coordinator, the following initial actions will be completed:
- County DMC in conjunction with ESF3 will be ready to assume responsibility for coordination of debris management operations.
  - The Operations and Planning Sections will complete the gathering and analysis of the rapid impact assessment data, and will prepare and distribute an initial SITREP for debris management
  - Each Debris Management District in the Operations Section will establish initial contact with the corresponding jurisdictions' debris management facilities and personnel
  - Each Debris Management District will assess the initial status of jurisdiction operations and to address, if needed, any problems in the emergency push and that corrective actions as indicated are taken
  - Inter-jurisdictional communications and data exchange procedures will be defined and/or confirmed by the DMC
  - The Safety Officer will evaluate available information, with the cooperation of County ESF #3, to determine if any unique health or safety hazards may be indicated and/or if additional operations are necessary for protection of health and safety; The Safety Officer advises the Operations Section and the DMC accordingly
  - The Public Information Officer will prepare an initial media release for approval by the EOC and the DMC regarding activation, the status of initial debris operations, any cautionary public advisories, and similar initial information. Upon approval, the release will be forwarded to County ESF #14 for processing and distribution to the media.
  - The Finance/Administration Section will ensure that personnel time and expense tracking procedures are immediately implemented
  - The Planning Section, with the assistance of the Operations Section, will prepare the initial debris management action plan to guide completion of initial operations, e.g., completion of the emergency push, etc., for approval by the DMC and distribution to the jurisdiction debris management facilities.

Coordination and Completion of the "Emergency Push"

It is expected that initial operations noted above will be completed as quickly as feasible following the impact of the event. The first 70 hours of activation of this plan is expected to approximate the period of time when the emergency push would be completed for most locations and jurisdictions, and the operations subsequently transitioned to debris collection, hauling and processing. However, for some severely impacted jurisdictions, additional time beyond the initial 70 hours could be necessary to complete the emergency push. The Debris Management Coordinator would be expected to ensure that the staff remains aware of the current status of debris management operations in all jurisdictions, and that staff is effectively supporting, as needed, the different phases of operations within each District and jurisdiction.

Within the first 70 hours of the operational period following impact, the following will be undertaken:

- The Debris Management Coordinator and the ESF#3 will ensure that the County staff complete the following:
  - Monitor the countywide emergency push and implement support actions when necessary
  - Prepare and initial and subsequent debris management action plan for countywide completion of the emergency push
  - Ensure that all action plans are consistent the incident action plan approved by the County EOC
  - As necessary, request assistance and resource support, through County ESF #3, for other County ESF resources and assistance, e.g., communications support through County ESF #2
  - Ensure that the Public Information Officer provides current information regarding the status of the emergency push to County ESF #14 for public distribution
  - As the emergency push approaches completion, direct staff to initiate actions to transition to debris collection and hauling
- The Safety Officer will monitor field conditions during the emergency push to ensure that adequate safety precautions are observed
- The Public Information Officer will:
  - Ensure the capabilities of implementing an effective debris-related public information and education program
  - If indicated, activate and advertise a public "hotline" for debris management questions
- The County's DMC and ESF#3 will coordinate the emergency push by the, County and municipal agencies and/or contractors, in accord with the initial debris management plan. To do so, the ESF #3 will, through coordination with the DMC complete the following:
  - Relay information from all field units and municipal liaisons to the County EOC regarding the clearance of priority roadways
  - Identify and implement other unanticipated priority debris clearance operations necessary
  - Ensure that resources from local, State or Federal agencies, and/or from debris contractors, are mobilized and adequate to address both pre-planned and unanticipated priority areas.
- The Center's Finance/Administration Section will take the following actions during the first 70 hour period:

- Ensure effective documentation of the County's personnel time and expenses incurred during the emergency push
- Provide technical advice to other jurisdictions regarding the documentation and tracking of personnel time and expenses
- As indicated, assist with procurement and delivery of additional resources for completion of the emergency push.
- Review the County's contracts for debris management services and initiate actions for documentation of contractor activities, invoicing and payments

#### Implementing Debris Collection and Processing Operations

Following the initial 70 hour period, debris management operations in the affected jurisdictions would be expected to transition from the emergency push to debris collection, hauling, processing and disposal. The length of time necessary for this phase of debris management operations will vary by as well as with the characteristics of the event. However, for the level of major disasters anticipated by this plan, this phase of debris operations may last at least a few weeks and, perhaps, up to a few months. Further, operation of the DMC can be anticipated, in most cases, to extend beyond the period of activation of the County EOC. Regardless of the time period, the Okaloosa County Debris Management Coordinator would be expected to provide the countywide coordination and support necessary throughout this period, until operations can be effectively transitioned to termination and demobilization of the debris management process.

## Volume Reduction by Recycling

Recycling should be considered early in the debris clearance, removal and disposal operation because it may present an opportunity to reduce the overall cost of the operation. Metals, wood and soils are prime candidates for recycling. Hurricanes and earthquakes may present opportunities to contract large-scale recycling operations and achieve an economic return from some of the prime contractors who exercise their initiative to segregate and recycle debris as it arrives at the storage and reduction sites. Specialized contractors should be available to bid on disposal of debris by recycling, if it is well sorted. Contracts and monitoring procedures should be developed to ensure that the recycling contractors comply with local, tribal, State and Federal environmental regulations. Residue that cannot be recycled, such as cloth, plastic, mattresses, rugs and trash, should be shredded to reduce volume before being sent to a landfill for final disposal. The following materials are suitable for recycling:

- Metals. Hurricanes and tornadoes can cause extensive damage to mobile homes, sun porches and green houses. Most of the nonferrous and ferrous metals are suitable for recycling. Metal maulers and shredders can be used to shred trailer frames, trailer parts, appliances and other metal items. Ferrous and non-ferrous metals are separated using an electromagnet and then sold to metal recycling firms.
- Soil. Cleanup operations using large pieces of equipment pick up large amounts of soil. The soil is transported to the temporary storage and reduction sites, where it is combined with other organic materials that will

decompose over time. Large amounts of soil can be recovered if the material is put through some type of screen or shaker system. This procedure can produce significant amounts of soil that can either be sold or recycled back into the agricultural community. It is more expensive to transport and pay tipping fees at local landfills than to sort out the heavy dirt before moving the material. Shakers can be used to remove dirt from mixed debris. The dirt can be stored on-site, used as landfill cover material or sold to the agricultural community. In agricultural areas where chemical fertilizers are used heavily, recovered soil may be too contaminated for use on residential or existing agricultural land. Monitoring and testing the soil may be necessary to ensure that it is not contaminated with chemicals. If the soil is not suitable for any agricultural use and is a risk to the public health, it may be used as cover material at a landfill.

- Construction Materials. Construction and demolition waste is material generated in the demolition of disaster damaged structures and facilities. This waste stream includes concrete, asphalt, gypsum, wood waste, glass, red clay bricks, clay roofing tile and asphalt roofing tile. Much of this material can be recycled, if recycling contractors are readily available.
- Wood. Clean, woody debris can be ground, chipped, shredded, or removed by timber operations or pulpwood cutters.

#### Household Hazardous Waste Removal and Disposal Operations

Household hazardous waste items should be segregated at curbside or brought to a designated drop-off site. Specially trained field technicians can identify dangerous product constituents, segregate incompatible chemicals and properly store or pack the waste for transportation to a facility specially permitted to accept hazardous waste. The following actions are required to ensure that household hazardous waste items are removed and disposed of safely:

- Where possible, separate household hazardous waste from other debris before removal.
- Properly trained environmental contractors or emergency response personnel should remove industrial, commercial or agricultural hazardous and toxic waste.
- Maintain contact with regulatory agencies to ensure cleanup actions meet local, tribal, State and Federal regulations.
- Complete household hazardous waste identification and segregation before any demolition work begins.•
- Qualified environmental contractors should remove any questionable debris that may be contaminated by household or commercial hazardous waste.
- Regular demolition contractors can remove uncontaminated debris.

Special Handling of Household Hazardous Waste at Temporary Storage Sites

• A separate storage area for household hazardous waste materials, contaminated soils and contaminated debris should be established at each site. The household hazardous waste storage site should be lined with an impermeable material and bermed to prevent contamination of the groundwater and surrounding area. Household hazardous waste materials should be removed from the temporary storage area and disposed of by a qualified environmental contractor in accordance with local, tribal, State and Federal regulations.

# DEBRIS REMOVAL – PRIVATE PROPERTY

Generally, debris removal from private property following a disaster is the responsibility of the property owner. However, large-scaled Disasters may deposit enormous

quantities of debris on private property over a large area resulting in widespread immediate

threats t o the public-at large ln these cases t,h e State o r local government may need to enter

private property to remove debris to: eliminate immediate threats to life, public health, and

safety; eliminate immediate threats of significant damage to improved property; or ensure economic recovery of the affected community to the benefit of the community-at-1arge. In these

situations, debris removal from private property may be considered to be in the public interest

and thus may be eligible for reimbursement under the Public Assistance Program (FEMA will work with states affected by a disaster to designate those areas where the debris is so widespread that removal of the debris from private property is in the "public interest" pursuant to 44 CFR 206.224 and thus is eligible for FEMA Public Assistance reimbursement on a case-by-case basis.

1. Any State or local government that intends to seek reimbursement to remove debris from private property within a designated area will, prior to commencement of work, submit a

written request for reimbursement to, and receive approval from, the Federal Coordinating

Officer (FCO). The written request will include the following information:

i. **Immediate Threat to Life, Public Health, and Safety Determination.** The basis of a determination by the State, county or municipal government's public health authority or

other public entity that has legal authority to make such a determination that disastergenerated

debris on private property in the designated area constitutes an immediate threat to life, public

health, and safety; or

ii. **Immediate Threat to Improved Property Determination.** The basis of the determination by the State, county, or municipal government that the removal of disaster generated debris is cost effective. The cost to remove the debris should be less than the cost of

potential damage to the improved property in order for the debris removal to be eligible; or

iii. Ensure Economic Recovery of the Affected Community to the Benefit of the Community at Large Determination. The basis of the determination by the State, county, or

municipal government that the removal of debris from commercial properties will expedite

economic recovery of the community-at-1arge. Generally, commercial enterprises are not eligible for debris removal.

## **Documentation of Legal Responsibility**

A detailed explanation documenting the requesting State or local government's authority and

legal responsibility at the time of disaster to enter private property to remove debris, and confirmation that all legal processes and permission requirements( e.g,right-of-entry) for such

action have been satisfied.

i. The eligible applicant requesting assistance must demonstrate the legal basis as established by law, ordinance, or code upon which it exercised or intends to exercise its

responsibility following a major disaster to remove disaster-related debris from private property. Codes and ordinances must be germane to the condition representing an immediate

threat to life, public health and safety, and not merely define the applicant's uniform level of services. Typically, solid waste disposal ordinances are considered part of an applicant's

uniform level of services. States and local governments ordinarily rely on condemnation and/or nuisance abatement authorities to obtain legal responsibility prior to the commencement of debris removal work. There may be circumstances, however, where the State or local government determines that ordinary condemnation and/or nuisance abatement procedures are too time-consuming to address an immediate public health and safety threat. In such circumstances applicants do not have to precisely follow their nuisance abatement procedures or other ordinances that would prevent the State or local government from taking emergency protective measures to protect public health and safety (44 CFR 206.225(a)).

ii. The applicant's legal responsibility to take action where there is an immediate threat to life, public health, and safety must be independent of any expectation, or

request, that FEMA will reimburse costs incurred for private property debris removal. In addition, legal responsibility is not established solely by the applicant obtaining signed rights-of entry and hold harmless agreements from property owners.

Confirmation that a legally-authorized official of the requesting applicant has ordered the exercise of public emergency powers or other appropriate authority to enter onto private property in the designated area in order to remove/reduce threats to life, public health, and

safety threat via debris removal.

Indemnification (44 CFR 206.9). The requesting entity indemnifies the Federal Government and its employees, agents, and contractors from any claims arising from the removal of debris from private property.

The FCO will approve or disapprove in writing each written request submitted by the State or local government for FEMA to designate areas eligible for private property debris

removal. After receiving approval from the FCO the State or local government may begin identifying properties and the specific scope of work for private property debris removal activities and apply for supplemental assistance through the Public Assistance Program.

Duplication of Benefits (44C FR 206.191)F. EMA is prohibited by Section312 of the Stafford Act from approving funds for work that is covered by any other source of funding.

Therefore, State and local governments must take reasonable steps to prevent such an occurrence, and verify that insurance coverage or any other source of funding does not exist for

1. When debris removal from private property is covered by an insurance policy, the insurance proceeds must be used as the first source of funding. Public Assistance g rant funding

may be used to pay for the remainder of the costs of debris removal from private property.

2. If FEMA discovers that a duplication of benefits from any other source of funding has occurred, FEMA will de-obligate funds from the Grantee in the amount that such assistance

duplicates funding that the property owners received from other sources.

Eligible debris removal work from private property includes removal of:

a. Large piles of disaster-generate debris in the living, recreational, and working areas of properties in urban, suburban, and rural areas, including large lots.

b. Disaster-generated debris obstructing primary ingress and egress routes to improved property.

c. Disaster-damaged limbs and leaning trees in danger of falling on improved

property, primary ingress or egress routes, or public rights-of-way.

i. Hazardous tree removal is eligible only if the tree is greater than six inches in diameter (measured at diameter breast height) and meets any of the following criterion: more

than 50% of the crown is damaged or destroyed; the trunk is split or broken branches expose

the heartwood; or the tree is leaning at an angle greater than 30 degrees and shows evidence of

ground disturbance.

ii. Hazardous limb removal is eligible only if the limb is greater than two inches in diameter measured at the point of break.

d. Debris created by the removal of disaster-damaged interior and exterior materials from improved property.

e. Household hazardous wastes (such as household cleaning supplies, insecticides, herbicides, etc.)

f. Disaster-generated debris on private roads, including debris originating from private property and placed at the curb of public or private rights-of-way, provided that the removal of the debris is the legal responsibility of an eligible applicant, on the basis of removing

an immediate threat to life, public health, and safety.

Ineligible debris removal work on private property includes the removal of: a. Debris from vacant lots, forests, heavily wooded areas, unimproved property, and unused areas.

b. Debris on agricultural lands used for crops or livestock.

c. Concrete slabs or foundations-on-grade.

d. Reconstruction debris consisting of materials used in the reconstruction of disaster-damaged improved property.

E. Debris Removal from Commercial Property. The removal of debris from commercial property is generally ineligible for Public Assistance grant funding. It is assumed and expected

that these commercial enterprises retain insurance that can and will cover the cost of debris

removal. However, in some cases as determined by the FCO, the removal of debris from private commercial property by a State or local government may be eligible for FEMA reimbursement only when such removal is in the public interest (44 CFR 206.224(aa) nd (b)).

Industrial parks, golf courses, commercial cemeteries, apartments, condominiums, and mobile

homes in commercial trailer parks are generally considered commercial property with respect

to Public Assistance funding.

F. Environmental and Historic Review Requirements. Eligible debris removal activities

on private property must satisfy environmental and historic preservation compliance review

requirements as established by M CFR Parts 9 and 10, the National Historic Preservation Act,

the Endangered Species Act, and all other applicable legal requirements.

- Obtain copies of all ordinances that authorize the community to condemn privately owned structures. The authority to condemn privately owned structures might be different from the authority for the demolition of publicly owned structures.
- Coordinate use of adjacent lands, easements and rights-of-way necessary for accomplishing the approved work.
- Implement laws that reduce the time it takes to go from condemnation to demolition.
- Obtain copies of all applicable permits required for demolition of subject structure(s).
- Document the age of the structure to determine if eligible or on the National Registration of Historic Places with the SHPO.
- Obtain copies of pertinent temporary well-capping standards.
- Obtain executed right-of-entry and hold harmless agreements that have been signed by the owner and by renter, if rented. Right-of-entry should indicate any known intent by owner to rebuild to ensure foundation and utilities are not damaged. If these agreements are not executed, document reason(s).
- Use radio, public meetings and newspaper ads to give notice to property owners and their renters to remove personal property in advance of demolition.
- Document name of owner on the title, the complete address and legal description of the property and the source of this information. Document name of renter, if available.
- Ensure property will be vacated by demolition date.
- Provide written notice to property owners that clearly and completely describe the structures designated for demolition. Additionally, provide a list that identifies related structures, trees, shrubs, fences and other items to remain on the respective property.
- Provide the property owner the opportunity to participate in the decision on whether the property can be repaired.
- Determine the existence and amount of insurance on the property prior to demolition.
- Specify procedures to determine when cleanup of a property is completed.

## Private Property Inspection Checklist

- Coordinate all pertinent site inspections with local, tribal, State and Federal inspection team(s).Identify asbestos and lead-based paint materials prior to demolition.
- Notify the owner and/or renter of all site inspections.

- Verify that all personal property has been removed from private structure(s).
- o Immediately prior to demolition, verify that the building is unoccupied.
- Ensure that the property is properly posted.
- Obtain a clear, concise and accurate property description and demolition verification.
- o Include a Public Health official on the demolition inspection team.
- Evaluate the structural integrity of the building and also demonstrate "imminent and impending peril" to public health and safety caused by the structure.
- Make arrangements to remove and transport all asbestos and lead-based paint materials to a permitted facility prior to building demolition.
- Obtain photographs of the property and verify the address. Provide additional photographs of the property taken immediately prior to and following demolition.

#### Private Property Utilities Checklist

- o Locate, mark, turn off and disconnect all water and sewer lines.
- Locate, mark, turn off and disconnect electrical, telephone and cable television services.
- o Locate, mark, turn off and disconnect gas service.

#### Private Property Debris Removal Checklist.

The following actions will require close coordination when removing debris from demolished buildings on private property:

- Ensure that buildings have been properly condemned according to local ordinances.
- Ensure that right-of-entry and hold harmless agreements are properly executed.
- Ensure that local officials remove any legal residents or squatters from the building before demolition and debris removal begins.
- Ensure that buildings identified for demolition are properly inspected to verify that they are unsafe, cannot be repaired and present a hazard to the community.
- Ensure that the inspection team includes a structural engineer and a hazardous materials specialist. Any household hazardous waste, such as paints, oils, cleaning supplies and pesticides that are found should be removed prior to demolition. Houses that contain asbestos or lead-based paint should be demolished and debris removed according to current environmental regulations under a separate contract.
- Local code enforcement officers should accompany the contractor to ensure that they do not tear down the wrong house. The responsibility is on the community to identify the correct structure.
- Demolition work and debris removal should be coordinated with utility companies to ensure that all services are turned off.

## **Demobilization and Termination of Debris Management Operations**

As debris collection from affected neighborhoods and debris processing and reduction at temporary sites approaches completion, the EOC and the Okaloosa County Debris Management Coordinator will initiate planning for demobilization of personnel and resources, as well as full termination of operations. The DMC will also serve as a technical support resource, when needed, for other jurisdictions as they demobilize and terminate operations.

This plan recognizes that demobilization and termination of operations is likely to be a staged process, occurring at different times throughout the County, with much of the process occurring after deactivation of the County EOC and County ESF #3. In addition, specific operations such as debris collection could be demobilized and terminated prior to others, such as debris processing at temporary sites. The overall intent of the countywide debris plan is to coordinate demobilization and termination of operations on a coordinated basis within each Debris Management District to minimize conflicts or problems in the process, to prevent demobilization and termination prior to adequate reconciliation of operational documentation, and to ensure the continuing compliance with all local, state and Federal requirements applicable to the debris management process.

Final and complete demobilization and termination of the County's Debris Management Coordinator will be feasible when it becomes apparent that continuing County actions for debris management, e.g., project closeouts, etc., could be equally or more efficiently managed from normal County offices by the appropriate County agencies. The EOC and DMC will make the determination that the debris operations could be deactivated and any continuing actions related to debris management would be transferred to the appropriate County agency.

#### 7.0 **RESPONSIBILITIES**

This section defines the responsibilities of Okaloosa County agencies, other jurisdictions, and external organizations for the maintenance, improvement and implementation of this plan.

## 7.1 Primary Agencies

The Okaloosa County EOC, Public Works Department and the Okaloosa County Debris Management Coordinator. In this capacity, the co-primary agencies will cooperatively accomplish tasks defined in this section.

## 7.1.1 Pre-Event Planning

The following tasks will be accomplished in pre-event timeframe:

- Provision of technical assistance and guidance to the municipalities, countywide agencies, regional authorities, and special districts on the development and maintenance of their debris plan and programs
- Implementation of the pre-event certification, training, and exercise programs defined in this plan; Soliciting and securing the cooperation of other County agencies, other local jurisdictions, and private entities, as indicated, in these activities

- Coordination with the support agencies to ensure adequate preparations for activation and staffing .
- Ensuring documentation of the training of all County personnel to be involved in debris management operations, including training in NIMS, the implementation of this plan, and debris management operations
- Ensuring the County is up-to-date regarding state and Federal requirements applicable to the debris management process
- Integration of the countywide debris management plan into other emergency preparedness plans and programs, e.g., the County's Comprehensive Emergency Management Plan, etc. to ensure the effective coordination of all other emergency operations implemented at the time of a major disaster
- Completion of other such actions as necessary to ensure the County's preparedness to implement this plan on a timely basis

## 7.1.2 **Operational Responsibilities**

The Okaloosa County EOC and DMC will have the following specific operational responsibilities:

- Ensure the integration of this plan and its supporting procedures to the operation and functioning of the County EOC
- Maintain this plan as a document and ensure its timely updating and distribution/documentation of distribution in accord with Section 3.0, above
- On request of the Department of Public Works and Transportation, provide trained individuals to staff positions.
- Prepare advanced public information regarding the debris management process in Okaloosa County
- Provide leadership and coordination in the preparation of after action reports following each implementation of this plan; Integrate improvement actions for this plan with the improvement actions identified for other County plans, procedures and programs
- Coordinate with other emergency preparedness programming actions by the County and municipalities with the efforts necessary for maintenance of this plan and its procedures

## 7.2 Supporting Agencies

Given the potential magnitude and variability in the debris management process, all Okaloosa County agencies are herein designated as support agencies, and as such, may be called upon to provide staffing, resources, or technical support to the Debris Management Coordinator and/or field locations. More specifically, however, this section defines the responsibilities of County agencies that are pre-designated as having support roles in the implementation of this plan.

## 7.2.1 Responsibilities of All Designated Support Agencies

Each County agency herein designated as a support agency has the following responsibilities:

• Ensure assigned staff have received the necessary and required training in NIMS, the implementation of this plan and the responsibilities of the debris

management positions assigned. If it is determined that emergency services beyond those that have been contracted will be needed, then county staff, through force account labor, can be augmented and should be readied if necessary. Even though all critical work will be contracted, it might be, on occasion, additional services may be necessary. These services performed might include, emergency push, debris removal and/or monitoring, Category B assignments, public safety and environmental as well as administrative assistance.

- If utilized, all Force Account Labor time and expenses should be fully documented. This should include salary hours and rates, equipment rates, as well as any other eligible expenses.
- Ensure the adequacy of agency resources, systems and pre-event information to effectively address assigned responsibilities
- Develop and maintain the necessary procedures, checklists, operational guides, etc.
- Participate in exercises of plan implementation
- Provide input to the after action reports developed following each implementation of this plan
- Implement other preparatory or operational actions as and when requested by the co-primary agencies.
- If it is determined that emergency services, beyond those that have been contracted, will be needed, then county staff through Force Account Labor can be augmented. The county should have trained staff to provide assistance when directed

#### 7.3 **Public Information Plan**

A. Public Information Officer

The Public Information Officer, a member of the command staff, is responsible for the collection and release of information about the incident to the news media and other appropriate agencies and organizations.

#### B. Pre-Scripted information

No pre-scripted information specific to debris management is in place because levels of service offered will depend on the event. Templates for distribution of information have been created so specific information can be easily added at the time of an event tailored to employees, residents and the media.

DATE	Media
Normal	Include Media distribution information about procedures in times of normal
Operations	operation.
	Let citizens know the county has a Debris Removal Plan in the event of a
	Disaster, whenever possible.
Post-	
Catastrophe	Advise citizens about clean-up crews and areas of operation on a weekly basis.
	Advise citizens about drop off points with instructions for handling various types
	of debris that the public can access directly.

	Inform public of debris removal guidelines required by state/federal/county governments.					
	Advise citizens as necessary of dates, times & locations service is provided.					
	As temporary land fills and drop off points reach closing dates, begin					
Post Clean-up	advertising those dates as soon as possible.					
	Follow up on a weekly basis in all media.					
Media Outlets	County Web Site; Northwest Florida Daily News, Bay Beacon & Crestview Bulletin, local newspapers					
	All Area Radio Stations in Escambia, Okaloosa & Walton Counties.					
	WEAR TV 3 and Cox Communications					

C. Distribution Plan- Information will be distributed to the media via e-mail in a press release format as it becomes available. Press conferences will be held up to three times a day. Fliers will be distributed to employees at the end of each shift. In the event major communication is lost, informational fliers will be distributed to residents at Points of Distribution (PODS) once a day. All current event information will be on the county's home page and updated as it becomes available.

	Deadli	Publ ish	Contact	
Publication	ne	Date	Info	PH/FAX/EMAIL
		Wkly	Del	
Bay Beacon		-	Lessard	678-1080; 729-3225 fax
		Bi-		
		Wkly		
Crestview News Leader		:		682-6525; 2246fax
		Bi-		
		Wkly		
		: Sat		
		&		
Destin Log		Wed		837-2828; 654-5982fax
			see	
NWFL Daily News		Daily	attach.	863-1111; 7834
Chambers of Commerce				
	10 <sup>th</sup>			
	ea.		La'Terica	
Crestview Focus	Mo.		Clark	850-682-3212; 7413fax;lclark@crestviewchamber.com
	1st		Elizabeth	
Destin Progress	Friday		Spies	837-6241; espies@destinchamber.com

FWB Coastlines	1st	Carol	244-8191; 1935fax; carolmagmer@fwbchamber.org
	Friday 15 <sup>th</sup>	Magmer	
Niceville/ValP Business	15" ea.	Willey	
Connect.	Mo.	Hart	678-2323;info@nicevillechamber.com
Radio			
		Cal	
WAAZ/WJSB		Zethmey	
PO Box 267 Crestview, FL 32536		er 682-3040	
Cumulus /Radio People		002-3040	
225 Hollywood Blvd., NW			
Fort Walton Beach, FL			
32548			243-7676; 243-6836; 6806
		Ken	
WFTW		Walsh	
Cumulus / COAST 100		Aimee Schaffer	
Cumulus / Z96		Schaller	664-0965
99ROCK		Scratch	243-3699
Country 105.5		Coratori	
			267 2270,221 1775
Seabreeze 106			267-3279;231-1775
WAVE 102			654-5102; fax: 5385 ; 6510fax
WTJT-Baker			537-2009; 4663
WUWF		682-5903	474-2980; 800-239-9893; 474-3283
			862-3000, 456-3333;862-3001; 455-8972 fax fwb,
WEAR 3-TV COX			P 862-4142; 1708
Military Bases			
		 Shirley	
Eglin PA		Piggott	882-3931, x484; 882-4894
Hurlburt Field PA		Amy Oliver	884-3065;
		Rebecca	
TWC Hurricane Team		Moulton	hurricaneteam@weather.com
Emerald Coast.com			622-0327; 0562

## 8.0 TRAINING AND EXERCISES

Okaloosa County Emergency Management and it's DMC will develop, maintain and implement a continuing program for training of the personnel designated to implement this plan and debris operations within the County. The concepts to be incorporated into

the training and exercise program implemented by the co-primary agencies include the following:

- Annual training sessions for County agencies, municipalities and other stakeholder jurisdictions in the implementation of this plan and key debris management operations
- Assurance that County and other local government personnel have received the required training pursuant to NIMS
- Assurance that debris management firms, and all subcontractors thereof, contracted by the County will provide adequately trained personnel for debris operations in the County, including individuals knowledgeable with the operational concepts, standardized documentation, standardized vehicle placarding, etc., required by this plan
- Up-to-date documentation regarding individuals trained for implementation of this plan; Using such documentation as appropriate to pre-certify local personnel for debris management operations in the County
- Conducting at least one exercise of this plan per year involving County agencies and personnel, contractors, and other jurisdiction representatives as appropriate. Such an exercise may be of any type, e.g., tabletop, functional, or full scale/field, etc. as appropriate. Exercises may be combined with exercises of other components of Okaloosa County's emergency preparedness program, e.g., exercises of the County EOC. Exercises of this plan will be developed, implemented, and evaluated in accord with the US Department of Homeland Security's "Homeland Security Exercise and Evaluation Program."

### 9.0 PLAN UPDATING AND MAINTENANCE

Okaloosa County is responsible for ensuring that this plan, and associated procedures and operational guides, are updated at least annually, pursuant to the process defined in Section 6.4.1, above.

### 10.0 Plan Assembly

As stated in Section 2.0 above, this plan meets the planning requirements of the Public Assistance <u>Sandy Recovery Improvement Act of 2013</u>. It also meets the criteria established in the FEMA Debris Management Guide 325.

The Okaloosa County Debris Management Plan was developed with input provided by the following primary and support agencies:

**Primary Agencies:** 

• The Okaloosa County Emergency Management Department and the Okaloosa County Public Works Department, serves as the lead agencies for Debris Management.

Support Agencies:

- Communications Emergency Support Function (ESF 2)
- Fire and Search and Rescue Emergency Support Functions (ESF 4&9)
- Planning Emergency Support Function (ESF 5)
- Mass Care Emergency Support Function (ESF 6)
- Resource Support Emergency Support Function (ESF 7)
- Health and Medical Emergency Support Function (ESF 8)
- Hazardous Materials Emergency Support Function (ESF 10)
- Food and Water Emergency Support Function (ESF 11)
- Energy Emergency Support Function (ESF 12)
- Military Affairs Emergency Support Function (ESF 13)
- Public Information Emergency Support Function (ESF 14)
- Volunteers and Donations Emergency Support Function (ESF 15)
- Law Enforcement Emergency Support Function (ESF 16)
- Animal Protection Emergency Support Function (ESF 17)

These agencies have acted as advisory bodies in the development of this Plan, and provide ongoing advice specifically on such actions as policies, plans, procedures, and training, exercise opportunities for logistics functions. For more information on the ESF and agency roles and responsibilities, please see the Okaloosa County Comprehensive Emergency Management Plan.

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	Initial Plan Approva	
<i>Jurisdiction/Agency</i> Dkaloosa County Public- <del>Safety</del>	Initial Plan Approva	
<i>Jurisdiction/Agency</i> Dkaloosa County Public- <del>Safety</del>	Initial Plan Approva	Approving Authority

#### **Current Plan Distribution**

### Plan Edition: Initial Plan

Jurisdiction/Authority/District	Copy Control Number	Individuals Name	Individuals Title
Okaloosa County Public Safety		Dino Villani	Director
County Public Works and Transportation Dept.		John Hosstad	Director
Okaloosa County Emergency Management		Randy McDaniel	Chief

## ATTACHMENT II

## JURISDICTIONS AND PRIORITY ROADWAYS

The following map and descriptions indicates jurisdictional areas and priority roadways. These roads are selected due to locations for critical facilities such as fire and rescue, health, law enforcement and primary supply routes.

Okaloosa County is responsible for the collection and disposal of curbside debris for all of the unincorporated areas of the County which includes the communities of: Baker, Blackman, Campton, Deerland, Eglin AFB, Escambia Farms, Garden City Holt, Lake Lorraine, Milligan, Ocean City, Okaloosa Island, Seminole, Svea and Wright.

The Cities of Fort Walton Beach, Niceville, Destin, Shalimar, Cinco Bayou, Mary Esther, Crestview, Valparaiso, and Laurel Hill have established debris management plans that are independent of the County's plan. Debris removal priorities will be established on a case by case basis, based on the greatest perceived threats to the public's health and safety.

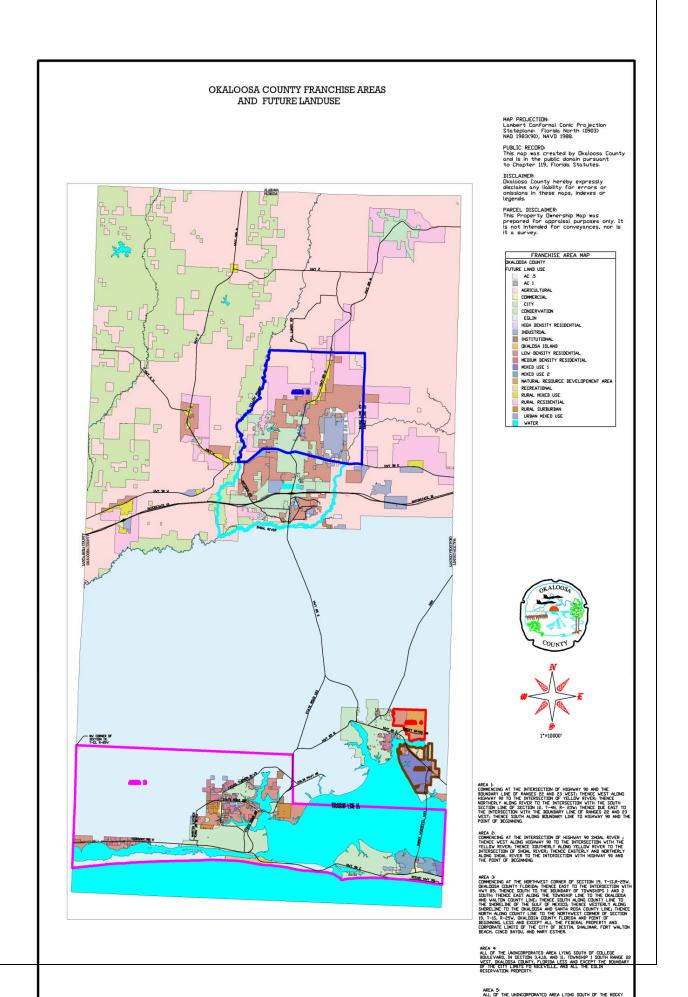
The Debris removal process must be initiated promptly and conducted in an orderly, effective manner in order to protect public health and safety following a major or catastrophic event. To achieve this objective, the first priority will be to clear debris from key roads in order to provide access for emergency vehicles and resources into the impacted area. Key roads in Okaloosa County are as follows:

U.S. 98 1. 2. U.S. 90 3. U.S. 85 4. HWY 189 5. HWY 397 HWY 4 6. HWY 20 7. 8. I-10 SR 123 9. 10. SR285

The need and demand for critical services will be increased significantly following a disaster. Therefore, the first priority in Okaloosa County that debris removal resources will be assigned as needed providing access to critical facilities pre-identified by State and Local governments are as follows:

KEY ROADS OKALOOSA COUNTY WILL CLEAR:

NORTH COUNTY	SOUTH COUNTY	SOUTH COUNTY
DISTRICT 1 PRIORITIES	DISTRICT SOUTH PRIORITIES	DISTRICT SOUTH PRIORITIES
PJ ADAMS	DISTRICT 2	DISTRICT 4
ANTIOCH ROAD	4TH AVENUE - SHALIMAR	POCAHONTAS AVENUE
OLD ANTIOCH ROAD	MEIGS DRIVE	JAMES LEE ROAD
AIRPORT ROAD	COUNTRY CLUB ROAD	NEWCASTLE DRIVE
GARDEN CITY ROAD	12TH STREET - SHALIMAR	BOB SIKES BLVD
AUBURN ROAD	POQUITO ROAD	SOUTH AVENUE
POVERTY CREEK ROAD	HOLLY AVENUE	MONAHAN DRIVE
LAKE SILVER ROAD	SUNSET LANE	WOODHAM AVENUE
BILL LUNDY ROAD	SHERWOOD DRIVE	EMERALD POINTE AVENUE
CR 2	LONGWOOD DRIVE	PARRISH POINT ROAD
CR 602	12TH AVENUE - SHALIMAR	WOODLAND AVENUE
CR 393		CARMEL DR
OLD EBENEZER ROAD		MAYFLOWER AVE
NEW EBENEZER ROAD		WOODHAM CT
OLD BETHEL ROAD		BEACH DR
		SKYLARK DR
DISTRICT 3	DISTRICT 3 SOUTH	DISTRICT 5
OLD RIVER ROAD	FOREST HEIGHTS ROAD	SANTA ROSA BLVD
MELTON ROAD	HOSPITAL DRIVE	BLUEWATER BAY BLVD
POPLAR HEAD CHURCH ROAD	MARWALT DRIVE	BAY DRIVE
GALLIVER CUTOFF ROAD	GREEN ACRES ROAD	RANGE ROAD
BUCK WARD ROAD	GREEN ACRES BLVD	REDWOOD AVENUE
SHERMAN KENNEDY ROAD	MEADOW LANE	VALPARISO BLVD
LOG LAKE ROAD	NORTH BEAL EXTENSION	BLUE PINE VILLAGE
WILKERSON BLUFF ROAD	NORTHERN PINES BLVD	CAT-MAR STREET
KELLY MILL ROAD	WILLOW BEND BLVD	EDGETREE DRIVE
YELLOW RIVER BAPTIST CH RD	ELDRIDGE ROAD	RAINTREE BLVD
LEE COOK ROAD	MOONEY ROAD	COUNTY LINE ROAD
RATTLESNAKE BLUFF ROAD	COLLEGE BLVD	RANGE ROAD
	DONALD BROOK BLVD	REDWOOD AVENUE
	GREEN ACRES ROAD	VALPARISO BLVD
	GREEN ACRES BLVD	BLUE PINE VILLAGE
	MEADOW LANE	
	MEADOW LANE NORTH BEAL EXTENSION	



# ATTACHMENT III

# LIST OF APPLICABLE PLANS, RULES, REGULATIONS AND GUIDANCE

- Okaloosa County Comprehensive Emergency Operations Plan
- Okaloosa County Public Works and Transportation Dept.,
- Emergency Preparedness Handbook
- Clean Air Act
- Clean Water Act
- Coastal Barriers Resources Act
- Coastal Zone Management Act
- Code of Federal Regulations Title 44
- Debris Management Brochure FEMA 327
- Endangered Species Act
- Environmental laws, regulations, and executive orders
- Executive Order 11988, Floodplain Management
- Executive Order 11990, Protection of Wetlands
- Executive Order 12898, Environmental Justice
- Fact Sheet: Debris Operations Recovery Division Policy Number 9580.4
- National Response Plan
- FEMA Public Assistance Debris Management Guide FEMA 325
- FEMA Public Assistance Policy Digest
- FEMA Recovery Strategy, RS-2006-2, Debris Removal Operations
- FEMA Disaster Specific Guidance, All numbers.
- FEMA Recovery Division Policies
- FEMA Regional Guidance Memoranda
- Florida Statutes, Chapter 252, "Emergency Management Act"
- Hazardous and Toxic Waste Regulations
- Office of Management & Budget Circulars:
  - OMB A-21: Cost Principles for Educational Institution
  - o OMB A-87: Cost Principles for State, Local, and Indian Tribal Governments
  - o OMB A-102: Grants and Cooperative Agreements with State and Local Governments
  - OMB A-110: Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations
  - o OMB A-122: Cost Principles for Non-Profit Organizations
  - o OMB A-133: Audits of States, Local Governments, & Non-Profit Organizations
- National Environmental Policy Act
- National Historic Preservation Act
- Natural Resources Conservation Service, Emergency Watershed Protection for Debris Removal
- Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended by Public Law 106-390, October 30, 2000

Chapter 23, Part 1, Florida Statutes, The Florida Mutual Aid Act

Chapter 125, Florida Statutes, County Government

Chapter 166, Florida Statutes, Municipalities

Chapter 215, Florida Statutes, Financial Matters

Chapter 216, Florida Statutes, Planning and Budgeting

Chapter 250, Florida Statutes, Military Affairs

Chapter 252, Florida Statutes, Emergency Management

Chapter 284, Florida Statutes, State Risk Management and Safety Programs

Chapter 287, Florida Statutes, Procurement of Personal Property and Services

Chapter 388, Florida Statutes, Public Health

Chapter 943, Florida Statutes, Domestic Security

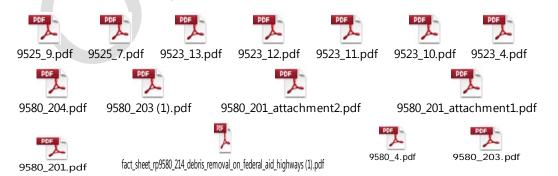
DHS Appropriations Act, 2007, Public Law 109-295- Directing FEMA to conduct a Public Assistance Pilot Program.

Public Assistance Pilot Program Guidance dated June, 2007

Florida Department of Community Affairs Rule, Chapters 9G-2, 6, 11, 14, 19, 20 and 21, Florida Administrative Code.

Florida Department of Community Affairs Rule, Chapters 9J-2 and 9J-5, Florida Administrative Code.

### The following 95 series are attached to original document.



# **ATTACHMENT IV**

# CHARACTERISTICS OF A DEBRIS MANAGEMENT SITE

### **Characteristics of an Ideal DMS**

### A tool to assess/screen potential DMS in Okaloosa County

- Area: It should be <u>at least</u> 10 acres, preferred I5 acres, 25+ acres optimum.
- **Geographical Location:** Strategically distributed/placed throughout Okaloosa County. It shall allow debris to be removed from the ROW quickly making the operation much more efficient. Reducing the drive time from the collection point to the off-loading site allows crews to spend more time collecting debris than transporting debris.
- Access and Traffic Flow: The site should be as close to major traffic corridors as possible. Acceleration/deceleration lanes on approach roads to DMS. Ingress and egress that will remove trucks from normal street traffic. Ingress lanes that will allow for 25 trucks to stage before reaching the Inspection Tower. Traffic flow on site must be circular entering and exiting at the same point.
- It should be able to process between 10 and 15 hauls per hour
- **Neighborhood Proximity:** It should be located away from densely populated residential districts, schools, commercial, and offices.
- **Topography:** It must be high and dry. Reasonably flat terrain requiring minimal fill material. Good natural drainage for rainwater
- **Preparation/Vegetation:** Site should easily and quickly be convertible. It should be clear of native vegetation. Minimal tree and/or vegetative growth
- **Miscellaneous:** It must be fenced and lighted for night operations. Available power utility.
- Environmental Considerations: Ground water, surface water bodies, proximity to environmentally sensitive land (e.g., wetlands), well field, check prior history of occupation or land use, sampling of soil/water, vegetation survey, and so on.

# ATTACHMENT V

# LOCATION OF DEBRIS MANAGEMENT SITES

The identified debris disposal sites are as follows:

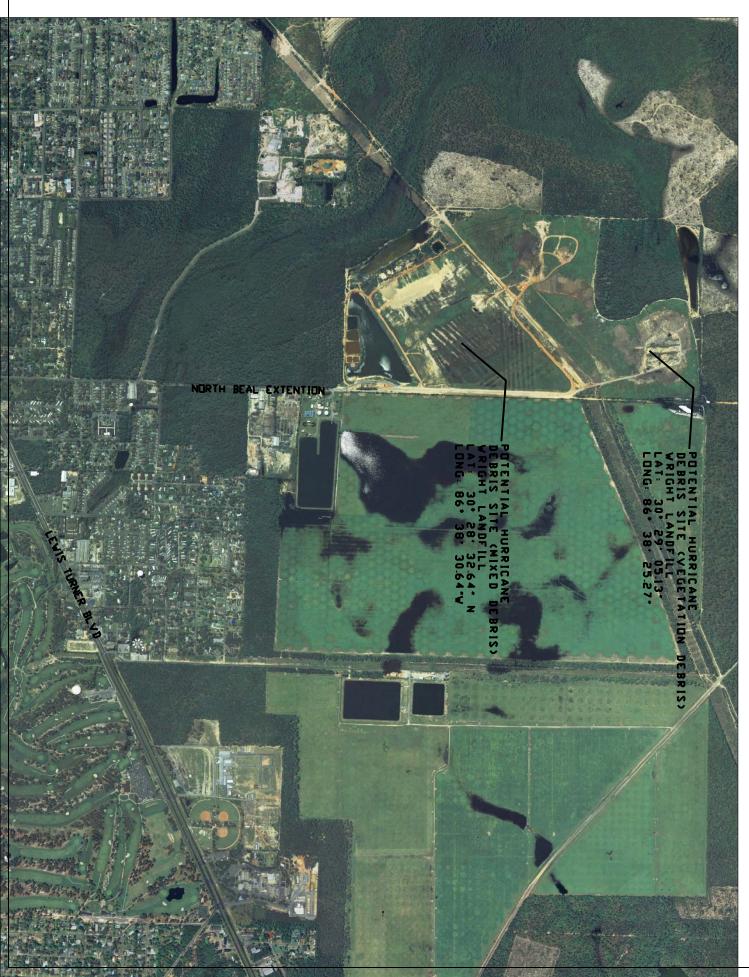
Site Description	Site Location	Waste Type	Latitude & Longitude
Keyser Mill Pit (Baker)	South off Hwy 3, between Charlie Day Road and Keyser Mill Road	Vegetative Debris	30°45'38"N 86°40'16"W
Baker Sanitary Landfill	1415 Charlie Day Road (4B) (off of Highway 4)	Vegetative Debris	30°46'16.94"N 86°40'28.04"W
Wright Landfill	1671 North Beal Extension Fort Walton Beach	Vegetative Debris	30°29'05.13"N 86°38'25.274"W

Private land clearing or C&D pits available for potential use are:

- Coyote C&D Landfill
- Pointe Center C&D Landfill
- Arena Road C&D Landfill
- Waste Recyclers C&D Landfill







# **ATTACHMENT VI**

# STANDARDIZED "LOAD TICKET"

Use of a Standardized Load Ticket

This attachment defines the content and use of disaster debris load tickets (Load Ticket) that are utilized by all jurisdictions of Okaloosa County. <u>Tickets shall distinguish the user</u> jurisdiction or particular agency and will include numerical sequencing.

Completing Load Tickets

The Load Ticket is set up so that the information in Part A is completed in the field at the point where the debris load is generated, and the information in Part B is completed at the debris management site.

The designation of individuals who are authorized to complete and sign the Load Tickets at the point of collection and the point of delivery will be determined and documented by the Contractor and the jurisdiction before collection begins. This will avoid disputes over the validity of Load Tickets. Each Load Ticket must be signed by an authorized, designated individual.

Prior to hauling any disaster debris, the Debris Contractor must have its vehicles and/or trailers certified by an authorized jurisdictional representative(s). The certified measured capacity (measured dimensions of the vehicle or trailer bed or box will be recorded in cubic yards) is to be completed as soon as possible, preferably before an event at a designated master Truck Certification site, and a copy of the Truck Certification must be kept with the vehicle, and a placard posted on the outside of the vehicle or trailer that depicts the certification number and its capacity. This will speed the process of estimating volumes and reduce the chance of disputes over the quantities of waste hauled.

Line-by-line completion of the Load Ticket is as follows:

### Part A:

### Prime Contractor and Subcontractor:

The name of the principal debris contractor performing the work, in a clearly stated form If the work is being performed by County personnel, this line will be filled in as "Force Account – ((Name of Jurisdiction))." Fill in the subcontractors name in a clear format if a subcontractor is being used, "N/A" should be entered here if no subcontractors are involved. If different groups of in-house forces are being used, they may be specifically

identified here, if needed, for tracking purposes (i.e., "Public Works," "Parks and Rec," "Utilities," etc.)

### Date:

The date the debris is collected. Pre-loading should be noted.

### Truck Number and Driver's Name:

The certification number assigned to the truck or bin (on placard). If the debris contractor vehicle or trailer does not have a valid truck certification and/or placard a Load Ticket will not to be issued.

### Certified Capacity:

The measured capacity of the truck should be established prior to collections, as previously mentioned, and should be identified on the vehicle. The certified capacity depicted on the Placard is entered here.

### Debris Pickup Location:

The point where the load of debris is collected is entered here, and stated as clearly and precisely as feasible (e.g., a street address, a street name and the nearest cross street, a segment of road between intersections (XX Street between 1<sup>st</sup> and 2<sup>nd</sup> Avenues, or a GPS coordinate).

### Debris Type:

Debris type is designated based on observation at the loading site and verified upon arrival at the DMS. In this section, check the single debris type or check the mixed field and then select the different debris types that make up the mixed load. For stumps or other materials that require special handling, check other and provide additional information in the Notes box.

### Departure Time:

This information field should be completed at the time the truck departs the loading site.

### Load Site Monitor (Printed Name and Signature):

This is the person who is designated and authorized to verify the information regarding the truck and its debris load at the collection site. Both the printed name and signature of the authorized individual must be included. If available, the monitor's identification number should be written on the ticket.

### Part B:

### Debris/Disposal Site Location:

Enter the name of the DMS or disposal location to which the disaster debris was delivered.

### Arrival Time:

This field must be completed at the time the truck arrives at the debris/disposal site.

### Percent Full or Weight

The percent full will be determined and recorded by the DMS monitor. If disposal process involves scale house recordation, then ticket number from the scale house or weight station and net weight should be recorded here. If required the tare weight may be taken before any debris is collected or randomly updated throughout the project.

### Debris/Disposal Site Monitor (Printed Name and Signature):

This is the person who is designated and authorized to verify the amount of debris delivered to the disposal site for the jurisdiction. If available the identification number of the TDMS monitor should also be recorded.

### Contractor's Site Monitor (Printed Name and Signature)

This is the person who is designated by the contractor to oversee load reception. If available the identification number of the contractor's TDMS monitor should also be recorded.

### Notes

The "Notes" section of the load ticket can be used for comments, i.e., stump details or other materials descriptions, any discrepancies between the load site and disposal site information regarding type of material. Also, if a photo is taken for reference to the ticket, record the photo number in this section.

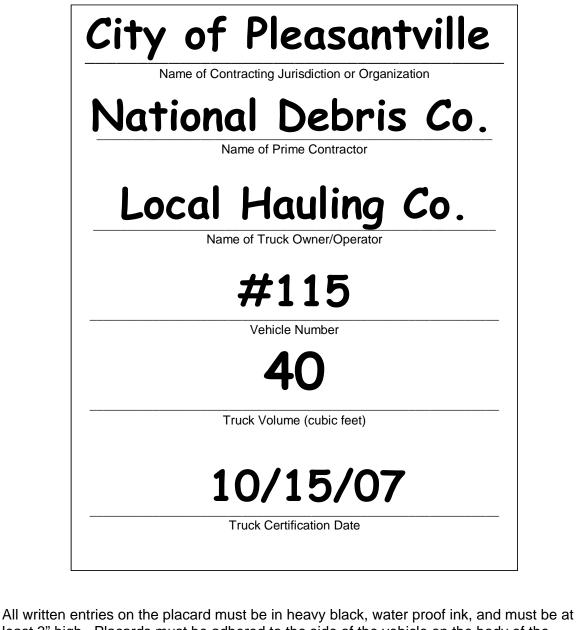
### Load Ticket Distribution:

White:	Kept by Tower Monitor
Green	Kept by Collection Jurisdiction (County, other)
Yellow:	Kept by Prime Disposal Contractor
Pink:	Kept by Prime Collection Contractor / Driver
Goldenrod:	Kept by Collection Monitor – load site

Load Ticket		Ticket No. 0012345		
Municipality (Applica	unicipality (Applicant)		ne Contract	
		Sub	-Contractor	
	To	uck Informa	tion	
Truck No			Capacity	
Truck Driver (print le	gibly)			
	Loa	ding Inform	ation	
	Time	Date		nspector/Monitor
Loading				17.5
Location (Address or When Using		nates use Dec	imal Degree	es (N XX.XXXXX)
	GPS Coordin	w		es (N XX.XXXX)
When Using N	GPS Coordin	W ading Inform	nation	
When Using N Debris Classification	GPS Coordin	W ading Inform	nation	es (N xx.xxxx) s, or Actual Weight
When Using N	GPS Coordin	W ading Inform	nation	
When Using N Debris Classification Vegetation C&D White Goods	GPS Coordin	W ading Inform	nation	
When Using N Debris Classification Vegetation C&D White Goods HHW	GPS Coordin Unio	W ading Inform	nation	
When Using N Debris Classification Vegetation C&D White Goods	GPS Coordin Unio	W Estimation	ated %, CY:	s, or Actual Weight
When Using N Debris Classification Vegetation C&D White Goods HHW	GPS Coordin Unio	W ading Inform	ated %, CY:	
When Using N Debris Classification C&D White Goods HHW Other* See Bel	GPS Coordin Unio	W Estimation	ated %, CY:	s, or Actual Weight
When Using N Debris Classification C&D White Goods HHW Other* See Bel Unloading	GPS Coordin Unio	W Estimation	ated %, CY:	s, or Actual Weight
When Using N Debris Classification C&D White Goods HHW Other* See Bel Unloading	OPS Coordin Unio	W Setting Inform Estim Date	ated %, CY:	s, or Actual Weight
When Using N Debris Classification C&D White Goods HHW Other* See Bel Unloading DMS Name and Loce	OPS Coordin Unio	Date	Driginal:	s, or Actual Weight
When Using N Debris Classification C&D White Goods HHW Other* See Bel Unloading DMS Name and Loce	OPS Coordin Unio	Date	nation ated %, CY:	s, or Actual Weight

# ATTACHMENT VII

# STANDARDIZED DEBRIS TRUCK PLACARD



least 3" high. Placards must be adhered to the side of the vehicle on the body of the truck box at eye level or higher. Entries should be clearly visible from a distance of 30 feet.

## **ATTACHMENT VIII**

# STANDARDIZED DEBRIS MANAGEMENT CONTRACT TECHNICAL SPECIFICATIONS

Technical Specifications for the Agreement

between

((NAME OF JURISDICTION))

And

((Name of Contractor))

for

Disaster Debris Management Services

### 1. <u>SCOPE OF CONTRACTED SERVICES</u>

Contractor shall provide all expertise, personnel, tools, materials, equipment, transportation, supervision and all other services and facilities of any nature necessary to execute, complete and deliver the timely removal and lawful disposal of all eligible storm-generated debris. The term "eligible," as used herein, means qualifying for emergency funding under the standards promulgated by the Federal Emergency Management Agency (hereinafter referred to as "FEMA"). The term, "debris", as used herein, includes all forms of disaster-generated debris, such as vegetative, demolition, construction, household goods (hereinafter "white goods"), hazardous and industrial waste materials.

Contracted services will be limited to the clearing of roadways and access routes, (herein after "the emergency push"), debris removal (Right of Way, hangers/leaners/stumps and public property) and demolition of structures and other Right of Entry services when determined as necessary to:

- a) Eliminate immediate threats to life, public health, and safety;
- b) Eliminate immediate threats of significant damage to improved public or private property; and
- c) Ensure the economic recovery of the affected community for the benefit of the community at large.

These contracted services shall provide for the cost effective and efficient removal and lawful disposal of debris on all public streets, roads, and other rights-of-way, including any other locally-owned facility or site as may be directed by the jurisdiction, and in accordance with Federal requirements. Contract services will only be performed when requested and as designated by the jurisdiction, by approved Work Authorization issued by the jurisdiction. Contractor shall load and haul the debris from within the legal boundaries of the jurisdiction to a site(s) specified by the jurisdiction as set out in Section 4.8 below.

The jurisdiction reserves the right to assign work to various contractors, at its sole discretion. The jurisdiction also reserves the right to approve all subcontractors hired by the contractor and/or to require the contractor to dismiss a subcontractor for cause, upon request.

1.1 Emergency Push/Road Clearance:

Contractor shall accomplish the cutting, tossing and/or pushing of debris, hanging limbs, or leaning trees off of transportation routes as identified by and directed by the jurisdiction. The emergency push will normally be completed within the first 70 hours following the activation of this contract, unless notified otherwise by the jurisdiction. Time and material rate shall be applicable.

1.2 Debris Removal from Public Right-of-Way (ROW):

As directed by the jurisdiction, Contractor shall load and haul all eligible debris to an approved and certified temporary debris management site (TDMS) or other disposal destination, as specified by the jurisdiction. All collection and hauling will be consistent with Federal requirements applicable to the disaster event. The contractor will ensure compliance with instructions from the jurisdiction regarding the collection, hauling and disposal of hazardous wastes and/or other categories of debris.

1.3 Debris Clearance/Removal from Public Property

As directed by the jurisdiction, Contractor shall clear eligible debris from public property, load and haul all debris to a designated temporary debris management site (TDMS) or other disposal destination designated by the jurisdiction. If necessary, the jurisdiction will confirm the FEMA eligibility of the debris to be removed.

1.4 Demolition of Structures and Construction Debris Removal:

As directed by the jurisdiction, Contractor shall demolish unsafe structures and remove debris that has been determined by the jurisdiction to be a threat to the health and safety of the public. Contractor will exercise due diligence in demolishing and/or removing debris from private property. The jurisdiction will direct actions to secure the right of entry (ROE) onto private property to allow demolition and removal. Contractor will ensure hazardous materials screening and utilities disconnection as appropriate. All applicable local, state and federal regulatory requirements regarding asbestos containing materials shall be adhered to unless waived by applicable regulatory authorities.

1.5 Private Property Waivers:

The jurisdiction will direct all actions to secure necessary permissions, waivers and ROE Agreements from real property owners and / or homeowner associations (HOA) as required for the lawful removal of debris and/or demolition of structures from real properties. All such actions will be consistent with Federal requirements applicable to the disaster event.

### 1.6 Debris Separation/Reduction and Debris Management Site (DMS) Management:

Contractor shall operate and manage the DMS to accept and process all event debris. All actions will be implemented by the Contractor only with the prior approval of the jurisdiction. Actions by the Contractor will include, but are not limited to, the following:

- Ensure that only debris authorized by the jurisdiction's Contract Administrator will be allowed into the DMS sites.
- Provide to the jurisdiction a video record of the pre- and post-use site conditions.
- As directed by the jurisdiction, conduct an onsite Phase 1 Environmental Audit.
- Prepare a plan of proposed site layout and review with the jurisdiction prior to its implementation.
- Prepare a plan for site security and traffic control for both on the site and adjacent roadways and review with the jurisdiction prior to its implementation.
- Provide adequate fire prevention/fighting equipment, including water truck and hoses, on site throughout the operational period of the DMS.
- Build and/or maintain roads as necessary for DMS operation
- Provide and/or construct and maintain stabilized roofed inspection towers sufficient for a minimum of three inspectors; Towers will be positioned at any entrance and any exit of the DMS
- Comply with any applicable environmental requirements, to include litter control fencing, silt fencing, dust control, hazardous materials containment area, and/or water retention berms.
- Confine hours of operation of the DMS to those determined by the jurisdiction.
- Stage and process all debris in accordance with instructions from the jurisdiction.
- Process debris by methods that may include, but not be limited to, reduction by grinding, air curtain incineration when approved, or other alternate methods of reduction, such as compaction.
- Prior to reduction and to the extent practical, segregate debris between vegetative debris, construction and demolition debris, white goods, and hazardous waste.

- Develop and implement, with the approval of the jurisdiction, a procedure for management of the receipt of unauthorized and/or ineligible debris at the DMS.
- Provide the jurisdiction with proper and acceptable documentation (including destination, tickets, volume/weight) for final disposal of debris accepted at the DMS.
- Upon the closure of the DMS, restore the site to its pre-use condition, meeting all regulatory requirements for the site closure; Survey the site to verify that it has been restored to pre-use elevation and condition.
- As directed by the jurisdiction, sod, hydro-seed or sprig the property once all other site closure issues have been addressed.
- As directed by the jurisdiction conduct post use soil and water tests.
- 1.7 Designation and Management of Staging Areas:

Contractor shall identify staging areas in collaboration with the jurisdiction for the purposes of truck/equipment certification, provision of temporary fueling or vehicle maintenance (as required), and other operational service functions related to debris removal efforts. Contractor shall provide temporary tent, sanitary and other appropriate conveniences necessary for the care and wellbeing of all Contractor and sub-contractor personnel. The jurisdiction will approve of the location, size, layout and services to be provided at any staging area established by the Contractor, who will insure that each area is managed in accord with all applicable regulatory requirements and in a manner to minimize disruption to the surrounding neighborhoods.

1.8 Management of Vegetative Debris:

Vegetative debris is herein defined as vegetation, stumps, hanging limbs, leaning trees, and similar materials resulting from trees damaged during the event. The jurisdiction shall direct Contractor regarding removal, collection, hauling and disposal of eligible tree debris, which will adhere to the most current FEMA Guidance Policy Disaster Specific Guidelines. Stumps within the public rights-of-way deemed by the jurisdiction to be public safety hazards will be removed and disposed of by the contractor. The Contractor is responsible for collection, hauling and disposal of all tree debris on the cost basis of the cubic yard rate for regular vegetative debris.

1.9 Disaster Recovery Technical Assistance:

Contractor will provide Disaster Recovery Technical Assistance to the jurisdiction to assist with guidance and consultation on all aspects of the recovery process. This assistance shall include documentation and management for the public assistance program, planning, training and exercise development, as well as attendance at the jurisdiction's Emergency Operations Center (EOC) during activations of the EOC for exercise and actual emergency events as requested by the Contract Administrator.

### 2. PERFORMANCE OF SERVICES

### 2.1 Description of Service:

Contractor agrees to perform contracted services in a professional and workmanlike manner and in compliance with all applicable laws, ordinances, rules, regulations, and permits. Only the highest quality workmanship will be acceptable. Services, equipment and workmanship not conforming to the intent of Agreement or meeting the approval of the jurisdiction may be rejected. Replacements and/or rework, as required, will be accomplished on a timely basis at no additional cost to the jurisdiction.

### 2.2 Cost of Services:

Contractor shall bear all of its own operating costs and is responsible for all permit and license fees, and maintenance of its own trucks and equipment to keep such property in a condition and manner adequate to accomplish contracted services. Upon receipt and acceptance of full documentation of the performance of services and an accurate invoice as specified by the jurisdiction, the Contractor shall be reimbursed on a unit price basis as specified in Attachment A.

Unknown and/or unforeseen events or conditions may require an adjustment to the unit costs given in Attachment "A", of this Agreement. Any amendments, extensions or changes to the scope of contracted services or unit prices are subject to full negotiations between the Contractor and Contract Administrator and approval by formal jurisdiction action.

In addition, all costs related to labor, materials, and equipment shall be fair, reasonable, and consistent with costs set forth in the most current version of the FEMA Schedule of Equipment Rates, to be applied at all times for implementation of the Agreement.

### 3. STANDARDS OF PERFORMANCE

3.1 Contractor representative and General Operations Plan:

Contractor shall have a knowledgeable and responsible representative report to the Contract Administrator or designee and provide a copy of the Contractor's General Operations Plan within 7 days following the execution of this Agreement. The jurisdiction will approve the General Operations Plan prior to its implementation within the jurisdiction. The Contractor's representative shall have the authority to implement all actions required to begin the performance of contracted services as set out in this Agreement and Contractor's General Operations Plan.

### 3.2 Mobilization:

When a notice to proceed in advance of an event has been received by Contractor, he/she will make all necessary arrangements to mobilize a minimum of 50% of the required resources within 48 hours and 100% of the

required resources within 96 hours to commence and conduct these contracted services. The jurisdiction may take such other actions as necessary to address the failure of the contractor to mobilize resources on the schedule required by the jurisdiction.

### 4. <u>GENERAL RESPONSIBILITIES</u>

4.1 Other Agreements:

The jurisdiction may be required to enter into agreements with Federal and/or State agencies for disaster relief. Contractor shall be bound by the terms and conditions of such agreements, regardless of the additional burdens of compliance. Jurisdiction will provide Contractor with a copy of any applicable agreements.

4.2 The Jurisdiction's Obligations:

The jurisdiction shall furnish all information and documents necessary for the commencement of contracted services, including a written Work Authorization.

4.3 Contractor's Conduct of Work:

Contractor shall be responsible for planning and conducting all operations in a satisfactory and professional manner. All Contractor personnel and subcontractors shall demonstrate and maintain a courteous and responsible demeanor toward all persons.

4.4 Supervision by Contractor:

Contractor will supervise and/or direct all contracted services performed by its employees, agents and subcontractors. Contractor is solely responsible for all means, methods, techniques, safety and other procedures. Contractor will employ and maintain a qualified project manager at the work site(s) who shall have full authority to act on behalf of Contractor. All communications given to the project manager by the Contract Administrator or designee shall be as binding as if given to Contractor.

4.5 Self-sufficiency of Contractor and Subcontractors:

The Contractor shall ensure that its work force, including subcontractors, maintain self-sufficiency related to fuel, vehicle repair/maintenance, housing, sanitation food and related accommodations, in a manner that is consistent with local requirements and minimizing adverse affects on the community.

4.6 Damages by Contractor:

Contractor shall be responsible for conducting all operations, whether contemplated by this Agreement or later requested as specialized services, in such a manner as to cause the minimum damage possible to existing public, private and commercial property and/or infrastructure. Contractor shall also be responsible for any damages due to the negligence of its employees and subcontractors. Contractor must report such damage to the Contract Administrator in writing within 24 hours. Should any property be damaged due to negligence on the part of the Contractor, the jurisdiction may either bill Contractor for the damages, withhold funds due to Contractor, or the contractor may also repair all damage to the satisfaction of the jurisdiction. The determination of whether "negligence" has occurred shall be made by the jurisdiction.

4.7 Contractor's Duty Regarding Other Contractor(s):

Contractor acknowledges the presence of other contractors involved in disaster response and recovery activities by the federal, state and local government and of any private utility, and shall not interfere with their work.

4.8 Contractor's Ownership of Debris:

All debris, once collected by the contractor, shall become the property of the Contractor. The debris may consist of, but not be limited to, vegetation, construction and demolition debris, white goods and collected hazardous materials.

4.9 Contractor's Disposal of Debris:

Unless otherwise directed by the jurisdiction, Contractor shall be fully responsible for determining and executing the method and manner for processing and/or lawful disposal of all eligible debris as approved by the jurisdiction. The locations of the DMS and final disposal sites shall be reported to the jurisdiction and utilized by the contractor. Separate unit prices for delivery and disposal of debris to DMS and final disposal may be allowed by the jurisdiction. Upon request from the Contractor, other sites may be utilized as directed and/or approved by the jurisdiction.

### 5. GENERAL TERMS AND CONDITIONS

5.1 Multiple, Scheduled Passes:

Contractor shall make scheduled passes and/or unscheduled passes of each area impacted by the event, at the direction of the jurisdiction. The jurisdiction shall direct the interval timing of all passes. Sufficient time shall be permitted between subsequent passes to accommodate reasonable recovery and additional debris placement at the ROW by the citizens and the jurisdiction. The Contractor will document the completion of all passes based on the direction from the jurisdiction and will provide this documentation to the jurisdiction on the frequency requested by the jurisdiction.

5.2 Clean as you go Policy:

The contractor shall provide a "clean as you go" policy and supervise and enforce such policy during debris management operations

### 5.3 Operation of Equipment:

Contractor shall operate all trucks, trailers and all other equipment in compliance with any/all applicable federal, state and local rules and regulations. Equipment shall be in good working condition. All loading equipment shall be operated from the road, street, or ROW using buckets and/or boom and grapple devices to collect and load debris. No equipment shall be allowed behind the curb or outside of the public ROW unless otherwise directed by the jurisdiction. Should operation of equipment be required outside of the public ROW, the contractor will ensure that a ROE Agreement has been obtained prior to property entry.

5.4 Security of Debris during Hauling:

Contractor shall be responsible for the security of debris on/in each vehicle or piece of equipment utilized to haul debris. Prior to leaving the loading sites, Contractor shall ensure that each load is secure and trimmed so that to the extent practical no debris extends horizontally beyond the bed of the equipment in any direction. All loose debris shall be reasonably compacted and secured during transport in accordance with FDOT guidelines. As required, Contractor will survey the primary routes used by Contractor for debris hauling as soon as possible after the transport and will recover fallen or blown debris from the roadway(s).

5.5 Traffic Control:

Contractor shall mitigate impact on local traffic conditions to the greatest extent possible. Contractor is responsible for establishing and maintaining appropriate traffic control in accordance with the most current edition of the US Department of Transportation Manual or Uniform Traffic Control Devises (MUTCD). Contractor shall provide sufficient signage, flagging and barricading to ensure the safety of vehicular and pedestrian traffic at all debris removal, collection, reduction and/or disposal sites.

5.6 Work Days/Hours:

Work days and/or work hours shall be as directed by the jurisdiction following consultation and notification to Contractor. Working hours on holidays shall be at the discretion of the jurisdiction.

5.7 Hazardous and Industrial Wastes:

Upon the pre-authorization of the jurisdiction, the Contractor shall set aside and reasonably protect all hazardous or industrial material encountered during debris removal operations for collection and disposal. Prior to such actions, the Contractor will prepare a Hazardous and Industrial Materials Cleanup and Disposal Plan, and this plan will be in accordance with all local, state and Federal requirements and will be approved by the jurisdiction. In accord with this plan, the Contractor shall use the subcontracting services of a firm specializing in the management and disposal of such materials and waste, if and when directed to do so by the jurisdiction.

5.8 Utilizing Local Resources:

Contractor shall, to every extent possible, give priority to utilizing labor and other resources originating within Okaloosa County.

5.9 Work Safety:

Contractor shall provide and enforce a safe work environment as prescribed in the Occupational Safety and Health Act of 1970, as amended. Contractor will provide such safety equipment, training and supervision as may be required by the jurisdiction and/or other governmental regulations. Contractor shall ensure that its subcontracts contain an equivalent safety provision.

5.10 Inspection of Contractor Operations:

All debris shall be subject to inspection by the jurisdiction and other public authorities to ensure compliance with this Agreement, applicable federal, state and local laws, and in accordance with generally accepted standards of emergency management professionals. The jurisdiction will, at all times, have access to all work sites and disposal areas. In addition, authorized representatives and agents of the government shall be permitted to inspect all work, materials, invoices, and other relevant records and documentation.

5.11 Corrective Actions Required of Contractor

When instructed by the jurisdiction's representative, the Contractor will immediately implement corrective actions to address health and safety issues and/or any other actions inconsistent with any of the terms of this agreement, as determined by the jurisdiction in its sole discretion. Notify jurisdiction within 24 hours.

5.12 Ineligible Work:

The contractor will not be paid for the removal, transportation, storage, reduction and/or disposal of any material when not previously instructed by the jurisdiction that such actions are eligible for state and/or Federal reimbursement.

5.12.1 Eligibility Inspections:

Jurisdiction's monitors shall inspect each load, or shall inspect at some other frequency of the jurisdiction's direction, to verify that the contents are in accordance with the accepted definition of eligible debris.

5.12.2 Eligibility Determinations:

If any load is determined to contain material that does not conform to the definition of eligible debris, the load will be ordered to be deposited at another approved and certified receiving facility. No payment will be allowed for that load and Contractor will not invoice the jurisdiction for such loads. The jurisdiction, through its authorized representative, will be the sole judge as to whether the material conforms to the definition of eligible debris.

### 5.13 Other Agencies:

The term "government" as used in this Agreement refers to those governmental agencies which may have a regulatory or funding interest in this Agreement.

### 6. REPORTS, CERTIFICATIONS AND DOCUMENTATION

6.1 Reports:

Contractor shall submit periodic, written reports in a format required by the jurisdiction documenting the progress of debris removal and disposal. These reports may include, but are not limited to:

### 6.1.1 Daily Reports:

Daily reports may detail the locations where passes for debris removal were conducted, the quantity of debris (by type) removed and disposed of, the total number of personnel crews engaged in debris management operations, and the number of grinders, chippers and mulching machines in operation. Contractor will also report damages to private property caused by the debris operation or damage claims made by citizens and such other information as may be required to completely describe the daily conduct of Contractor's operations within 24 hours.

### 6.1.2 Weekly Summaries:

A summary of all information contained in the daily reports as described in Section 6.1.1, within two days of the close of the week. At the request of the jurisdiction, the data making up the weekly summaries shall also be submitted in electronic format, utilizing Microsoft Excel or Access. The submitted electronic weekly data will include: Collection Contractor, load ticket number, load date, load location, truck yardage, percent full, calculated yardage (or weight if applicable) field monitor name / number, TDMS location, tower monitor / name, debris materials categorization, and location of collection, e.g., ROW, FHWA, Canal, etc.

### 6.1.3 Report Delivery:

The scheduling, point of delivery and receiving personnel for the debris operations report will be directed by the jurisdiction, in consultation with Contractor.

### 6.1.4 Data Reconciliation

Reconciliation of data will be accomplished weekly between the Contractor and the jurisdiction's representative. All discrepancies will be resolved within 5 days.

### 6.1.5 Final Project Closeout:

Upon final inspection and/or closeout of the project by the jurisdiction, Contractor shall prepare and submit a detailed description of all debris management activities in an electronic spreadsheet, to include, but not limited to the total volume, by type of debris hauled, reduced and/or disposed of, final disposal locations and amounts of the debris managed by the contractor, plus the total cost of the project invoiced to the jurisdiction. The contractor shall provide, upon request of the jurisdiction and/or no later than project closeout, a release of liens demonstrating that all subcontractors to the Contractor have been fully paid. Agreement will provide any other additional information as may be necessary to adequately document the conduct of the debris management operations for the jurisdiction and/or government. Final project reconciliation must be approved by the jurisdiction.

### 6.2 Certifications

The Contractor will adhere to the process for certification of personnel and vehicles established by the Okaloosa County Countywide Disaster Debris Management Plan, to include the following:

### 6.2.1 Certification of Vehicles and Load Capacity

Contractor shall ensure that all equipment is certified in accordance with most current City/County procedures. After a disaster, the jurisdiction, or their designated representative, will begin the equipment certification at a predesignated site, or at staging areas established by the Contractor.

All Contractor and subcontractor trucks shall have valid registrations, insurance and meet basic operational criteria: tailgates or equivalent containment devices, tarps, etc., as well as all applicable motor vehicle safety requirements. Drivers shall possess valid licenses.

Truck body dimensions shall be measured, and information recorded on certification forms with calculated capacity noted. Each truck will receive two placards, one each of which shall be affixed on opposite sides of the truck body. The placards will be consistent with the standardized placard specified in the Okaloosa County Countywide Debris Management Plan. The truck driver will be provided up to two (2) copies of the certification sheet for the contractor and sub-contractor's records.

### 6.2.2 Certification of Personnel

The Contractor will certify to the jurisdiction that all Contractor and Subcontractor personnel have received required and adequate training in relevant emergency response, disaster recovery, and debris management operations. Upon request of the jurisdiction, the Contractor will provide documentation certifying the adequacy of the training, experience and capabilities of all Contractor and subcontractor personnel, to include but not be limited to the following:

- Senior management personnel of the Contractor assigned to implement work authorizations pursuant to this agreement will participate, upon request, in training and briefing sessions held by representatives of Okaloosa County and/or the jurisdiction.
- Senior, supervisory personnel of the Contractor and all subcontractors thereto will have received training in debris management, the operational concepts established by the Okaloosa County Countywide Debris Management Plan, and the implementation of the National Incident Management System.
- Personnel assigned by the Contractor as responsible for data management, invoicing and other documentation duties will be trained in the data management concepts and approaches to be used by the jurisdiction and Okaloosa County, in accord with the provisions of the Okaloosa County Countywide Debris Management Plan.
- Vehicle and equipment operators will be fully licensed and certified, as required by applicable local, State and Federal statutes and regulations.
- Upon their deployment for field operations, all Contractor and subcontractor personnel will be briefed or trained appropriately in their duties, responsibilities, and the procedures to be utilized throughout the debris management process, including safety procedures, load ticket management procedures, and accident reporting procedures
- 6.3 Utilization of a standardized "load ticket"

The Contractor and all subcontractors will utilize a standardized "load ticket" for documenting each load of debris from its origin to the DMS and/or final disposal location, as indicated. The "load ticket" utilized will be identical to and/or fully consistent with that defined in the Okaloosa County Countywide Debris Management Plan and in Attachment B to this agreement.

6.4 Additional Supporting Documentation:

Contractor shall submit sufficient reports and/or documentation for debris loading, hauling, disposal, and load capacity measurements, and any other services provided by Contractor as may be required by the jurisdiction and/or other governmental entity to support requests for debris project reimbursement from external funding sources. 6.5 Report Maintenance:

Contractor will be subject to audit by federal, state and local agencies pursuant to this Agreement. Contractor will maintain all reports, records, debris reporting tickets and Agreement correspondence for a period of not less than three (3) years.

7.0 Optional Services

NOTE: Each jurisdiction can select optional services to include in its contract as deemed necessary. As applicable, the specifications given above would also be applicable to the selected optional services.

The jurisdiction wishes the Contractor to provide the following services in addition to the management of vegetative debris, construction and demolition debris, and white goods debris, in the manner and for the unit cost indicated:

7.1 Cleaning and restoration of beaches

The Contractor will remove and dispose of debris accumulated on the beaches of the jurisdiction, and will collect, screen for debris removal, and redeposit sand on the beach that has accumulated in adjacent areas up to 2500 feet from the original land edge of the beach. Locations will be designated by the jurisdiction's authorized representative. The Contractor will be reimbursed at a fixed rate for this service.

7.2 Debris removal and restoration of canals

The Contractor will remove debris resulting from the event from the drainage and navigation canals and adjacent banks, as directed by the jurisdiction. Debris to be removed will be vegetative and/or construction and demolition debris affecting the canals, but excludes removal of damaged and/or abandoned boats. The Contractor will also haul, process and dispose of the collected debris, as well as restore, re-grade, and/or reseed the canal banks and slopes, as directed by the jurisdiction. The Contractor will be reimbursed at a fixed rate for this service.

7.3 Motor Vehicles

The Contractor will remove motor vehicles damaged by the disaster event and/or abandoned by the owner due to the circumstances of the event. The jurisdiction will identify the area(s) from which motor vehicles are to be removed. Motor vehicles will be processed by or for the Contractor in a manner that complies with all requirements for removal and processing of hazardous materials, e.g., gasoline, oils and other fluids. The Contractor will also ensure the proper final disposal of the removed vehicle. The Contractor will be reimbursed at a fixed rate, inclusive of all towing, processing and disposal costs.

### 7.4 Boats

Boats severely damaged by the disaster event, and abandoned in or on the canals, marinas, and beaches of the jurisdiction will be collected by the Contractor, processed for removal and disposal of hazardous materials in accord with applicable regulations, demolished and transported to a suitable location for final disposal. The jurisdiction will determine the vessels to be removed, will establish that they have been legally abandoned by their owners, and will take other necessary steps as required by law before directing the Contractor to remove and dispose of the vessel. The Contractor is otherwise responsible for compliance with all regulations and requirements applicable to the removal and disposal process. The Contractor will be reimbursed at a fixed rate for this service.

### 7.5 Hazardous Waste and Contaminated Debris Management

The Contractor will identify, separate, collect, transport and dispose of disaster-generated debris determined to be hazardous and/or contaminated, thereby requiring that it be separately managed from other debris. The Contractor will provide trained, experienced and equipped personnel to identify hazardous waste and contaminated debris at its point of origin, as well as to direct the Contractor personnel in the safe and proper handling and disposal of the material. All hazardous waste and contaminated debris will be collected, transported and disposed of by the Contractor as required by local, state and Federal regulations. The Contractor will be reimbursed at a fixed rate for this service.

### UNIT COSTS

Note: Cost options would be adjusted by the Jurisdiction to be consistent with the services expected of the Contractor.

### Option One:

The Contractor will provide all services and expenses necessary for the emergency push, debris pickup and hauling, processing of debris at the DMS, and final disposal for a fixed unit price as a cost per cubic yard, as well as time and material for all related equipment regardless of debris type, but excluding debris designated as hazardous wastes. This cost is inclusive of all related expenses including, but not limited to, contract administration, technical assistance to the jurisdiction, personnel training and certification, DMS management, services for security, safety and traffic management, and associated actions necessary for implementation of debris management operations by the Contractor as defined in the agreement.

### Option Two:

The Contractor will provide all services and expenses necessary for the emergency push, debris pickup and hauling, processing of debris at the DMS, and final disposal for a fixed unit price as a cost per cubic yard, for the debris types noted below, but excluding debris designated as hazardous wastes. This cost is inclusive of all related expenses including but not limited to, contract administration, technical assistance to the jurisdiction, personnel training and certification, DMS management, services for security, safety and traffic management, and associated actions necessary for implementation of debris management operations by the Contractor as defined in the agreement.

- 1. Leaners, hangers, and stumps (\$\$/cubic yard)
- 2. Vegetative debris (\$\$/cubic yard)
- 3. C & D (\$\$/cubic yard)
- 4. All inclusive debris to include all of the above (\$\$/cubic yard)

### **Option Three:**

The Contractor will provide all services and expenses necessary for the emergency push, debris pickup and hauling, processing of debris at the DMS, and final disposal for a fixed unit, as noted below, but excluding management of debris designated as hazardous wastes. This cost is inclusive of all related expenses including, but not limited to, contract administration, technical assistance to the jurisdiction, personnel training and certification, TDMS management, services for security, safety and traffic management, and associated actions necessary for implementation of debris management operations by the Contractor as defined in the agreement.

- Emergency push ((\$\$/hour)), for services up to but not exceeding 70 hours following activation of the contract by the jurisdiction
- Vegetative debris, including tree debris: ((\$\$/cubic yard))
- Construction and demolition debris, including white goods: ((\$\$/cubic yard))

# **ATTACHMENT IX**

# DISASTER DEBRIS MANAGEMENT SERVICES PRICE SHEET

### DISASTER DEBRIS MANAGEMENT SERVICES PRICE SHEET

Heavy Equipment	Size or Type	U/M	Unit Price
			Operators Included
Skid Steer Loader	Bobcat	Hour	
Backhoe	Cat 416	Hour	
Wheel Loaders	Cat 950	Hour	
Wheel Loaders	Cat 966	Hour	
Wheel Loaders	Cat 980	Hour	
Tracked Loader	Cat 955	Hour	
Towed Loader w/ Tractor	Prentice 210	Hour	
Self Loading Knuckle boom Truck	25-35 CY Body	Hour	
Self Loading Knuckle boom Truck	35-45 CY Body	Hour	
Dozer	Cat D4	Hour	
Dozer	Cat D5	Hour	
Dozer	Cat D6	Hour	
Dozer	Cat D7	Hour	
Dozer	Cat D8	Hour	
Excavators	Cat 320	Hour	
Excavators	Cat 325	Hour	
Excavators	Cat 330	Hour	
Tractor w/ Box Blade	80 Hp	Hour	
Motor Grader	Cat 120G	Hour	
Crane	30 Ton	Hour	
Bucket Truck	Up to 50' reach	Hour	
Bucket Truck	50' to 75' reach	Hour	
Trash Transfer Trailer w/ Tractor	110 Yard	Hour	
Mechanized Broom	Street Sweeper	Hour	

Time and Materials – PUSH services only

Water Truck	2000 Gallon	Hour	
Stump Grinder	Vermeer 252	Hour	
Chipper w/ 2 man crew	Morbark Storm	Hour	
12-Foot Tub Grinder	Morbark 1200	Hour	
13-Foot Tub Grinder	Morbark 1300	Hour	
14-Foot Tub Grinder	Diamond Z 1463	Hour	

Heavy Equipment	Size or Type	U/M	Unit Price
Equipment Transport w/ Tractor	50 Ton	Hour	
Truck Mounted Winch	Tow Truck	Hour	

Haul Vehicles	Size or Type	U/M	Unit Price
			Operators Included
Dump Truck	10 to 15 CY	Hour	
Dump Truck	16 to 20 CY	Hour	
Trailer Dump w/ Tractor	30 to 40 CY	Hour	
Trailer Dump w/ Tractor	41 to 50 CY	Hour	
Trailer Dump w/ Tractor	51 to 60 CY	Hour	
Trailer Dump w/ Tractor	61 to 70 CY	Hour	
Walking Floor Trailer w/ Tractor	100 CY	Hour	

Transportation Vehicles	Size or Type	U/M	Unit Price
			Operators Not Included
Pickup Truck	1/2 Ton	Day	
Pickup Truck	3/4 Ton	Day	
Pickup Truck	1 Ton	Day	
Box Truck	3/4 Ton	Day	
Utility Van	3/4 Ton	Day	
Passenger Van	9 Passenger	Day	
Passenger Car	Full size	Day	

Personnel	Size or Type	U/M	Unit Price
Superintendent w/ Pickup Truck	Individual	Hour	
Supervisor w/ Pickup Truck	Individual	Hour	
Safety or QC Manager w/ Pickup Truck	Individual	Hour	
Mechanic w/ Truck and Tools	Individual	Hour	
Climber w/ Gear	Individual	Hour	
Operator w/ Chainsaw	Individual	Hour	
Laborer w/ Tools	Individual	Hour	
Traffic Control Personnel	Individual	Hour	
Ticket Writers	Individual	Hour	
Clerical	Individual	Hour	
Administrative Assistant	Individual	Hour	

# DISASTER DEBRIS MANAGEMENT SERVICES PRICE SHEET

#### Unit Costs

Name of Vendor:				
DESCRIPTION OF SERVICES	UNIT OF MEASURE	UNIT COST		
Collection (0-15 miles)	Cu. Yd.			
Collection (> 15 miles)	Cu. Yd.			
Processing and Disposal at Temporary Debris Management Sites (all costs including haul out and disposal as applicable)				
Vegetative	Cu. Yd.			
Construction and Demolition (including white goods)	Cu. Yd.			
Stumps (cubic yards per FEMA guidelines)	Cu. Yd.			
Tree Debris Removal				
Hangers	Per Tree			
Leaners				
13" to 24"	Per Tree			
25" to 48"	Per Tree			
49" to 72"	Per Tree			
> 72"	Per Tree			
Stumps				
25" to 48"	Per Stump			
49" to 72"	Per Stump			
> 72"	Per Stump			
Stump Backfill	Per Stump			

#### DISASTER DEBRIS MANAGEMENT SERVICES PRICE SHEET

#### ALL-INCLUSIVE SERVICES

The Contractor will provide all services and expenses necessary for debris pickup and hauling, processing of debris at the TDMS (if required), and final disposal for a fixed unit price as a cost per cubic yard, for the debris types noted below, but excluding debris designated as hazardous wastes. This cost is inclusive of all related expenses including contract administration, technical assistance to the jurisdiction, personnel training and certification, TDMS management, services for security, safety and traffic management, and associated actions necessary for implementation of debris management operations by the Contractor as defined in the agreement.

Cost/cubic yard

Vegetative debris - Right of Way / Public Property

• Tree debris – hangers, leaners and stumps

• Construction and demolition debris, (including white goods)

## **Optional Services**

Cost per cubic yard

Cleaning and restoration of beaches

Cost per cubic yard

Debris removal from canals

Cost per lineal foot

Restoration of canals banks and slopes

Cost per vehicle

Motor Vehicles removals (including towing processing and disposal)

Cost per lineal foot

Boats

Cost per lineal foot

Hazardous Waste

Cost per gallon

Emergency potable water

Cost per pound

Emergency delivery of ice

Fire Suppression Support

Temporary bathrooms, showers, kitchens and feeding locations

Temporary satellite communications

Emergency power generation

Pumping and water relocation/removal for flood control

Sewer, culvert and catch basin cleaning

Decontamination of buildings and facilities

Mold remediation

# ATTACHMENT X

# **ESTIMATING DEBRIS QUANTITIES**

The formula for estimating debri	s quantity is: Q=H(C)(V)(B)(S)
C (Category of Storm)= V (Vegetation Multiplier)= B (Commercial Density Multip	/3 (3 persons per household) Factor (See table below) = Factor (See table below) blier)= Factor (See table below) )= Factor (See table below)
Hurricane Category	Value of "C" Factor
1	2 CY
2	8 CY
3	26 CY
4	50 CY
5	80 CY
Vegetative Cover	Value of "V" Multiplier
Light	1.1
Medium	1.3
Heavy	1.5
Commercial Density	Value of "B" Multiplier
Light	1.0
Medium	1.2
Heavy	1.3popul
Precipitation	Value of "S" Multiplier
None to Light	1.0
Medium to Heavy	1.3
For Okaloosa County the follow	ring projections can be assumed:
Category 1 storm	Q = H(C)(V)(B)(S)
4,658x2x1.5x1x1.3=	= 18,166 Cubic Yards
Category 2 storm	Q = H(C)(V)(B)(S)
4,658x8x1.5x1x1.3=	72,689 Cubic Yards
Category 3 storm	Q = H(C)(V)(B)(S)
4658x26x1.5x1x1.3=	236,161 Cubic Yards
	Q = H(C)(V)(B)(S) 454,155 Cubic Yards
	Q = H(C)(V)(B)(S) 726,648 Cubic Yards

# ATTACHMENT XI

# **IDENTIFIED DEBRIS CONTRACTORS**

# **DEBRIS REMOVAL**

# **PRIMARY**

DRC Emergency Services LLC Mark Stafford 740 Museum Drive Mobile, AL 36608 251-343-3581

# 1<sup>st</sup> ALTERNATE

Kaiser Kane Inc. Mark Garrison 311 E. Jenning Street Tallahassee, FL 32301 205-434-0000

# 2<sup>nd</sup> ALTERNATE

Crowder Gulf Joint Venture John Ramsey 5435 Business Parkway Theodore, AL 36582 800-992-6207

# **DEBRIS MONITORING**

True North Emergency Management, LLC 512 Main Street, Suite 415 Fort Worth, TX 76102 Contact: Nelson Lucius, P.E. Title: Project Manager Email: <u>nelson.lucius@neel-schaffer.com</u> Phone: 817-201-1912

# Okaloosa County, Florida



# ANNEX VI

# **DISASTER HOUSING PLAN**

Prepared by:

**Emergency Management and Growth Management** 

Of

**Okaloosa County** 

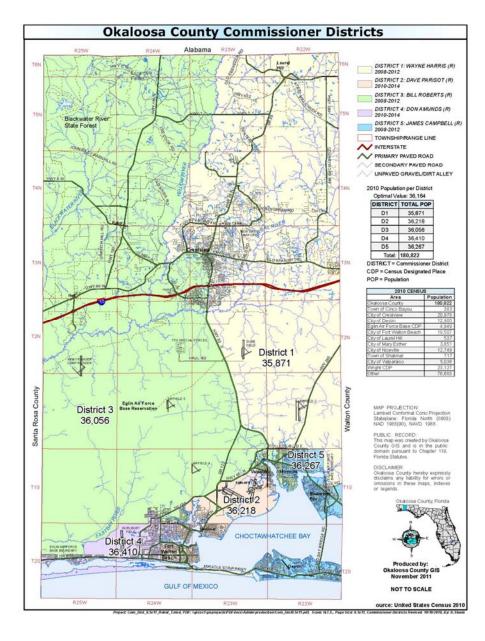
Developed

24 January 2012

Revised 16 February 2015

# **OKALOOSA COUNTY BOARD OF COUNTY SOMMISSIONERS**

# Wayne Harris District 1, Carolyn Ketchel District 2, Nathan Boyles District 3,



# Trey Goodwin District 4, Kelly Windes District 5

# John Hofstad, County Administrator

Dino Villani, Director Public Safety

Elliot Kampert, Director Growth Management

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Section 1

#### INTRODUCTION

#### A. General

Okaloosa County is vulnerable to a wide variety of disasters. This Disaster Housing Plan considers these events and outlines the county's procedures for reacting promptly to save lives and protect property when threatened or hit by a disaster or major emergency. Okaloosa County strives to provide its residents with a range of recovery options, maximizing their opportunity to attain the best available housing solutions and resources.

#### B. Purpose

This plan establishes the procedures and activities used by the county government and departments to return to pre-disaster conditions as quickly and efficiently as possible following an event. This plan should be used as a guiding document during the recovery phase of an event. It is intended to provide guidance and data to decision makers concerning numerous strategies which may be applicable in implementing a housing needs program to provide its residents short or long-term housing, either permanently or temporarily in coordination with Federal and State programs. Timeline is to use the temporary housing document and assemble housing committee by disaster + 7 days.

## C. Scope

The scope of this plan is post disaster housing and applies to all unincorporated areas of Okaloosa County, as well as all incorporated municipalities that have adopted this plan. The primary point of contact for maintaining and implementing the Disaster Housing plan is the Disaster Housing Coordinator who is the Growth Management Planning Coordinator. The office location is:

Growth Management – North Planning

402 Brookmeade Rd

Crestview, FL 32539

This Plan covers the placement of disaster survivors when risk and host shelters are no longer available, and until they can obtain permanent housing. It also identifies funding and implementation of repairs to damaged residential structures.

ESF-14 (Public Information) is a critical component of the housing strategy. The timely dissemination of information to alert the public as to how to seek and utilize assistance programs available at all levels of government is critical. ESF-14 also informs the public of volunteer agencies available to assist them in coordination with ESF-15 United Way/VOAD. An aid to this would be the First Call for Help Resource at <a href="http://www.united-way.org/211.htm">http://www.united-way.org/211.htm</a>

# D. Planning Factors (Assumptions)

Response urgency must be balanced with informed decisions.

- Level of damage may trigger a Presidential disaster declaration
- Level of damage may be extensive and many areas could experience casualties, property loss and disruption of normal life support systems
- May be a substantial number of disaster victims impacted
- Disaster may cause significant disruption to critical infrastructure
- Large number of people may be left temporarily homeless
- Demographic and socioeconomics may create unique characteristics
- Plan success relies on timely mission critical information and issues that can be collected, confirmed, and circulated in a format and with a frequency to make them readily accessible, consistent, and useful to all key stakeholders

## E. Plan Maintenance and Activities

Okaloosa County and its municipalities will conduct an annual cycle of actions necessary to maintain readiness to implement this plan with little or no advance notice. The list of municipal liaisons for this Plan (Appendix A) will be used for this purpose. The pre-event annual planning actions will be scheduled to be completed prior to June 1 of each year. The review will be included at one of the LMS meetings prior to this date. These pre-event planning actions will ensure that the Disaster Housing Plan has been updated for the upcoming year. They will include:

- Review and update the contact information in the Plan
- Review and update the data supporting the interim housing options
- Review and update the information on potential funding sources
- Refine and expand the proposals for expedited permitting/overcoming regulatory barriers
- Revise the assignment of personnel to staff the plan, as needed

• Complete the training of key personnel, including plan exercise, as needed in conjunction with the annual Okaloosa County hurricane exercise

## Countywide review of the Plan

The municipal housing liaisons received a copy of this Plan for review. The municipal housing coordinators should attend the LMS/Disaster Housing stakeholder meetings to voice any concerns, and /or issues related to the implementation of the countywide Plan. The plan will be revised at least annually and following each exercise or actual event.

## EOC Review of the Plan

The Plan will also be reviewed by the Emergency Management Division, Emergency Management Coordinator as a co-writer of the plan and included as Annex VI Disaster Housing to the CEMP.

## F. Authorities and National Incident Management System (NIMS)

The Growth Management Department is the lead agency in maintaining and implementing the Disaster Housing Plan which is an annex to the Post Disaster Redevelopment Plan. This Plan is consistent with the concepts that are identified in the National Disaster Housing Strategy.

Development of the plan also includes:

- Federal Statues 44 CFR and Section 408 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5174, as amended and is cited as the 'Disaster Housing Flexibility Act of 2006' for additional information refer to (Appendix B)
- 2. Florida Statues Chapter 252 Emergency Management, 252.36 Emergency Powers of the Governor. (Appendix C)
- 3. Florida Building Codes (Exhibit 2)
- 4. County Ordinance Chapter 9 Sec. 9-42 in compliance with Chapter 252 of the Florida Statutes authorizes the waiver of procedures and formalities otherwise required by law for political subdivision to take whatever prudent action is necessary to ensure the health, safety and welfare of the community in the event of a state of emergency. In addition it empowers the designated county official to declare a local state of emergency which shall automatically implement the remaining provisions of this article.
- 5. Homeland Security Presidential Directive 5
- 6. Homeland Security Presidential Directive 8
- 7. State Resolutions: Combined Disaster Housing Strategy for Florida Hurricane, a Report from the Housing Task Force November 2004

8. County Resolutions: Okaloosa County's Board of County Commissioners and Department of Public Safety will implement this Disaster Housing Plan as part of an annex to the CEMP.

Section 2

# SITUATION

## A. Geographical

Okaloosa County is an urbanized county located in northwest Florida. It is bounded by Santa Rosa County to the west, Alabama to the north, Walton County to the east and the Gulf of Mexico to the south. Currently the county consists of nine (9) municipalities.

## B. Climatology

Approximately 92,996 residents live within 5 miles of the Gulf Coast Line and 117,743 within 5 miles of the Choctawhatchee Bay based on the 2010 Census data.

## C. Topographical Characteristics

All coastal areas of the county are considered hazard areas for hurricane storm surge. The county GIS map is located on the public county web site at <u>www.okaloosafl.com</u>.

## D. Demographics

Okaloosa County at the 2010 Census has 180,822 residents in rural and urban areas combined. The estimate is for Okaloosa County to be at 193,811 by 2020 and 214,400 by 2040.

According to the Bureau of the Census, some 25,134 persons 14.57% were 65 years of age or older; there are also some 12,115 (6.7%) preschool children under the age of 5 years. Okaloosa County's ethnic and racial diversity continues to increase with the non-Hispanic, White population accounting for 75.2%, Black Persons 9.9%, and Persons of Hispanic or Latino origin 8.3%, Asian 3.2% and American Indian/Alaska Native persons 0.3%, two or more races 3.9%.

By 2013, Okaloosa County's median household income was \$54,684, at the same time 13.4% of residents were considered below poverty level. According to the National Census Data Okaloosa County had 93,946 housing units, of which 7,859 are considered seasonal, recreational or other use. There are 48,741 (57.01%) owner occupied units and 25,273 (27.49%) renter occupied housing units. There are 3,325 occupied mobile homes with approximately 8,478 residents.

The elevation study conducted and approved in 2010 has produced moderate changes in the mandatory hurricane evacuation zones in Okaloosa County. Also evacuation zones were changed from A (Tropical – Cat 1), B (Cat 2 and 3) and C (Cat 4 and 5) to Zone A (Tropical and Cat 1), B (Cat 2), C (Cat 3), D (Cat 4) and E (Cat 5) evacuation zones based on the 2010 Lidar data that may be found at <a href="http://www.floridadisaster.org/gis/lidar/">http://www.floridadisaster.org/gis/lidar/</a>

The Lidar study was based on the slosh basin map in figure 1.1 below.

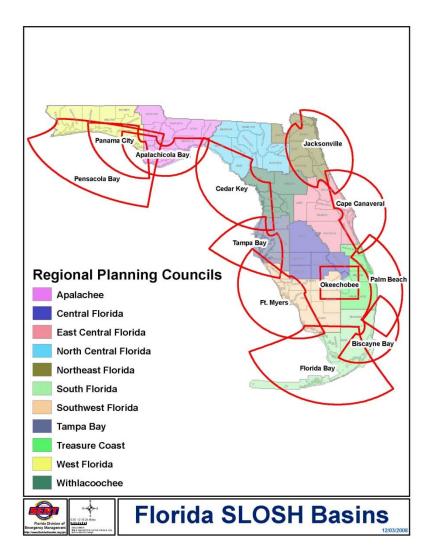


Figure 1.1 Florida SLOSH Basins

The chart below figure 1.2 indicates the number of residents and housing units in each evacuation zone. This is the total number of residents and does not account for if they will

evacuate or not. Each evacuation zone calculation includes the lower evacuation zone, for instance Zone A is included in Zone B, and Zone A and B are included in Zone C and so on.

Okaloosa County	Evacuation	Evacuation	Evacuation	Evacuation	Evacuation
	Zone A	Zone B	Zone C	Zone D	Zone E
Residents/Housing	19072/566	43582/5202	65627/7881	64110/9790	66995/9790
Units					

Figure 1.2 Residents	/Housing	<b>Units Per Zone</b>
----------------------	----------	-----------------------

The chart below (figure 1.3) indicates the vulnerable population of residents expected to evacuate during a hurricane based on the Statewide Regional Evacuation Study of 2010. This does not include the numbers for shadow evacuations expected by those that are not in an evacuation zone but may decide to evacuate based on perceived threat.

Okaloosa	Evacuation	Evacuation	Evacuation	Evacuation	Evacuation
County	Zone A	Zone B	Zone C	Zone D	Zone E
To Friends or	697	5077	11020	11777	18917
Family					
То	288	2103	4562	4832	7835
Hotel/Motel					
To Public	24	172	374	979	1575
Shelter					
To Other	151	1101	2390	1989	3169
Destination					
Total	1160	8453	18346	19577	31496

# Figure 1.3 Residents in Evacuation Zones

Shadow evacuations are evacuations of residents and non-residents that do not live in a specified evacuation zone but may decide to evacuate based on a perceived threat. These totals were derived from the 2010 regional evacuation study. It must be noted that the numbers shown in figure 1.4 are in addition to the numbers indicated above in figure 1.3.

Okaloosa	Evacuation	Evacuation	Evacuation	Evacuation	Evacuation
County	Zone A	Zone B	Zone C	Zone D	Zone E
Total	25271	31735	44833	62865	59008

#### Figure 1.4 Shadow Evacuees

Based on the totals in figures 1.3 and 1.4 it is estimated that 13.9% of each area may be 65 years of age or older. Figure 1.5 estimates the totals in each area that may be 65 years of age or older.

Okaloosa	Evacuation	Evacuation	Evacuation	Evacuation	Evacuation
County	Zone A	Zone B	Zone C	Zone D	Zone E
Total	3674	5586	8782	11459	12580

#### Figure 1.5 Total Evacuees 65 years of age or older

Section 3

#### CONCEPT OF OPERATION

#### A. General

The concept of operations outlined in this plan assumes that a major or catastrophic emergency has occurred, which involves extensive damage to numerous residential units, and the need exists for immediate activation of this plan. If the emergency is major or catastrophic in nature, it is assumed that the Governor will request activation of the National Response Framework, and that federal resources, coordinated through the Federal Emergency Management Agency (FEMA), will have been deployed to affected areas to provide assistance to local governments.

It is assumed that competition of scarce resources among Okaloosa County citizens and communities will be great. A major disaster may also impact contiguous counties. An unknown number of residents will self-evacuate independent of any local organized government effort.

#### B. Purpose

In the event of a disaster, the County Disaster housing coordinator in coordination with municipal housing coordinators will move aggressively to determine the need for temporary housing in their jurisdictions. After their initial assessment, the coordinators will submit their

request to the Okaloosa County Disaster Housing Coordinator at the EOC and/or Housing Recovery Center if one has been established.

## **Emergency Operation Center (EOC) Activation**

Upon the activation of the EOC, ESF 6 (Mass Care) and the Disaster Housing Coordinator will begin alerting support staff. The Disaster Housing Coordinator will coordinate with ESF 6 as long as the EOC is in operation.

## **Disaster Housing Coordinator:**

Phase I – Hurricane Watch (36 to 48 hours prior to anticipate landfall) Remain informed as to activities of the EOC in order to prepare to be present at EOC for Phase II. Update information on existing housing resources in the event it should be needed.

Phase II – Hurricane Warning (12 to 24 hours prior to anticipated landfall) At this point in the operation, the Disaster Housing Coordinator will be in contact with the EOC.

Phase III – Landfall Monitor possible impacted areas to begin to prepare for possible housing needs among evacuees.

Phase IV – Recovery (All Clear) In the event the emergency has lead to impact residences which may warrant a need for housing resources to be located and disseminated among impacted evacuees, the following will need to occur during this phase:

- Gather information on areas in which housing was impacted
- Locate, open sites where possible temporary housing (such as FEMA trailers or other housing) can be stationed.
- Update the motel/hotel resource list if appropriate. It will be assumed that some units/rooms will not be available in the event of a major storm.
- Coordinate and update the resource list with information available from Federal, State, County and Municipal housing programs. This includes programs from housing authorities and those programs in entitlement cities.
- Coordinate with cities on housing programs in existence and possible new programs.
- Coordinate with Federal, State and local governments to create a list of hosing resources that may be available.
- Apply for post-disaster housing funds if made available to the County by Federal/State Government and other entities.

The Disaster Housing Coordinator will begin to assemble support staff in anticipation of activation of the Housing Recovery Center (HRC). The ESF 6 lead will advise the County EOC Management Team of the need to activate the HRC. Once a decision has been made to implement a recovery phase, the HRC is authorized to begin its operations. Pre –assigned personnel from Growth Management will staff the HRC as needed. Prior to activation of an HRC the Disaster Housing Coordinator will meet with the Emergency Management Team and FEMA/State representatives' to determine if a separate HRC needs to be established or if the HRC can co-locate with the FEMA Disaster Recovery Center (DRC) if one is established.

The Disaster Housing Coordinator for the period that the EOC is activated will utilize Web EOC to submit daily reports on HRC/DRC actions.

# C. Housing Recovery Center (HRC)

The roles and responsibilities within the HRC are described in (Exhibit 1). The HRC primary location will be at the Housing Coordinators Office located at Growth Management North Planning, 402 Brookmeade Rd, Crestview, FL 32539 a secondary location will be activated after coordination with FEMA/State Housing personnel and the decision has been made to establish a DRC in the communities affected.

The Disaster Housing Coordinator will coordinate directly with the ESF 6 Leader.

Post-Event Priorities

- Sheltering (up to 30 days) will be coordinated by ESF 6 Mass Care.
- Interim housing (up to 6 months).
- Long-term housing (up to 3+ Years).

Transition from Temporary to Permanent Housing

- Track progress of moving to permanent housing through ESF 6 Mass Care.
- Maintain and update a progress report on the current status of permanent housing availability.

The demand for information and or personnel and facilities provided to the Disaster Housing Coordinator from the following sources:

- Mass Shelter operations (ESF 6)
- Individual Municipalities
- ESF 8 Health Dept will gather information regarding needs of sheltered residents that may require accessible accommodations
- Disaster Recovery Center

• Okaloosa County Citizens Information Line

# D. Joint Housing Task Force (JHTF)

After a Presidential Disaster Declaration, the Federal officials involved with convene a National Joint Housing Task Force (NJHTF) in the Joint Field Office (JF)) as soon as possible. This task force will be comprised of representatives from the affected state, tribal, and local governments, as well as federal agencies, American Red Cross, and National Voluntary Organization Active in Disasters (NVOAD).

The intent of the NJHTF is to facilitate coordination and contributions of housing ideas, strategies, solutions, and resources from all levels of government, voluntary organizations, the private sector, and affected population. As needed, the Disaster Housing Coordinator may represent local governments at the NJHTF. Therefore, it is essential that clear communication between the County and the municipalities be implemented. This can be done through the use of WebEOC the Okaloosa County Emergency Management database.

An important component in initiating the interim housing plans and the move out of organized emergency shelters is public notification. The NJHTF in coordination with ESF 14 PIO will ensure timely and accurate communications with disaster survivors.

The Florida Division of Emergency Management will assign a disaster housing liaison to each county to support the local-level disaster housing mission. The liaison will coordinate directly with the County's Housing Coordinator and ESF 6. The liaisons role is to:

- Coordinate and communicate local information including need, status, available local resources and local policies to the Area Field Office
- Forward information from the Area Field Office to the County Emergency Operations Center including current Federal and State disaster housing mission status information, policy changes and implementation, and inbound resources

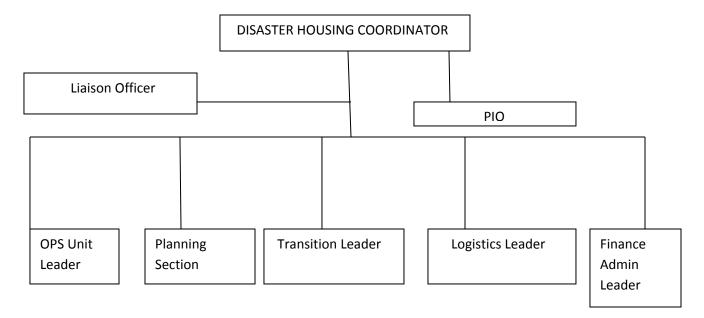
#### ORGANIZATIONAL CHART HOUSING RECOVERY CENTER

#### A. Staffing the Housing Recovery Center (HRC)

Below is an organization chart likely to be needed in a Housing Recovery Center. Each area could be expanded or diminished, depending on the situation. Exhibit 1 describes the roles and responsibilities for the HRC.

#### **ORGANIZTIONAL CHART**

#### HOUSING RECOVERY CENTER (HRC)



## Section 5

#### **INTERIM HOUSING STRATEGIES**

If the event that has occurred is a major or catastrophic emergency, and a Presidential Disaster Proclamation has been issued, then the initiation and implementation of many of the following strategies will be determined by FEMA, after consultation through the NJHTF. The Disaster Housing Coordinator (with input from affected municipalities) will provide input and data to the NJHTF, and will provide liaison and/or coordination roles in the strategies selected by FEMA.

## **Emergency Shelters**

In each emergency shelter, occupants will be reporting their need for temporary housing to the case managers assigned to that shelter location or transportation will be provided by Okaloosa County Coordinated Transportation to the HRC/DRC. The case managers will in turn notify ESF 6 (Mass Care) at the EOC.

## **FEMA Applicant Registration Information**

Once survivors begin to access Federal individual assistance programs, an extensive array of information will become available on each of the survivors. This information will greatly enhance the development of disaster housing strategies.

Additional information identifying a listing of Disaster Assistance Programs that may be available to provide assistance during a disaster is located in Appendix G.

## A. Strategies for Financial Assistance

## Rental Assistance paid to survivors

This approach provides disaster survivors flexibility in choosing their own interim units. The Emerald Coast Realtor Association in an emergency would be able to provide a list of available rental units to FEMA and the Disaster Housing Coordinator.

## Direct rental assistance paid to landlords

This approach allows rental payments to be made directly to participating landlords on behalf of disaster survivors. The Emerald Coast Realtor Association in an emergency would be able to provide a list of available rental units to FEMA and the Disaster Housing Coordinator.

## Small Business Administration (SBA)

In the event of a Presidential Declaration of Disaster authorizing the Federal Assistance to Individuals and Households Program, the SBA provides disaster relief in the form of loans, which are repaid to the U.S. Treasury. Home Disaster Loans are made to homeowners or renters to repair or replace disaster damages to real estate or personal property owned by the victim. To apply for SBA assistance, victims must call FEMA's National Process Service Center at 1-800-621-FEMA. The SBA should make a decision on a complete loan application in seven to twenty-one days after submission.

## B. Sheltering

## Placement in hotels and motels

Vacant hotel/motel units will serve as temporary housing for displaced persons requiring shelter for short periods of time, or for those who cannot be accommodated by existing vacant rental units. The Emerald Coast Tourist Development Council maintains a list of hotels/motels in the area that may be contacted for a list of vacancies in their facilities. Contact information on hotels and motels within Area 1 Region.

## Find Housing Online

Resident in need of housing in the aftermath of a natural disaster can locate available rental property in their area. Individuals can search the Florida Housing Search Web site at <a href="http://www.floridahousingsearch.org">http://www.floridahousingsearch.org</a>, to find properties by price, location and housing options such as number of bedrooms, bathrooms, if they accept pets, and are handicap accessible.

## Vacant Commercial/Industrial Properties

Various commercial or industrial structures may be suitable for conversion to temporary housing in a worst-case scenario in which all other temporary housing resources are exhausted. In addition, some partially developed or undeveloped commercial/industrial properties may be suitable for sighting tent cities or mobile home/RV's. Information on potential vacant commercial/industrial properties for setting emergency housing will be made available to FEMA when needed.

#### Foreclosed home for storm victims

Federal and/or State funds could be made available to rent foreclosed homes for storm victims. Banks and mortgage lenders would need to compile a list of available homes for use as temporary housing. This alternative will require direct federal and/or state assistance.

## C. Strategies for repair of damaged structures

#### Temporary roof repairs

The use of tarps to secure damaged roofs, and the rapid implementation of roof repairs, are important actions to prevent a dwelling from becoming uninhabitable. The Growth Management and Planning Division maintains current information on licensed contractors.

## Roof Tarp Program

After Hurricane Ivan, Operation Blue Roof, managed by the U.S. Army Corps of Engineers, provided temporary protection to homes by applying blue tarps over damaged roof areas. However, the program was slow to become operational and took almost two full weeks to begin after the event. The program was discontinued after October of 2008, and at this point should not be relied on for short term temporary fixes to roof systems. Residents of Okaloosa County should maintain a small stock of tarps for this purpose until the program if needed can be reinstituted. The Disaster Housing Coordinator and ESF 5 will make the request through the State EM Constellation program as required.

## Emergency roof repairs

The following measures can be used to encourage and expedite emergency roof repairs after a hurricane. These are documented in Exhibit 2.

- Emergency roof repairs are allowed to begin prior to permit approval.
- Teams of inspectors, plan reviewers, and chiefs are created, which have the authority to issue certain permits at the site.
- High priority is given to roof, electrical, shutter, and window permit applications.
- Plan review and inspection functions conducted on an overtime basis as required.

# D. Potential Disaster Housing Sites

## Manufactured units in existing mobile home parks

This strategy involves placing a manufactured unit on a vacant pad in an existing mobile home park. The complete inventory, including park name, address, capacity and contact information is included in Appendix F of this document. A map depicting the locations of these mobile home/RV parks is located in Appendix F-1 of this document.

## Manufactured units in County Parks

Okaloosa County parks do not have sewer or electrical hook-ups for multiple manufactured units to be placed. However, there are a couple parks that with the approval of the County Commissioners could be a possible site but would require some alterations. The Shalimar Port Dixie Little League Ball Park 75 4<sup>th</sup> Ave, Shalimar Fl, is one such site. The site has sewer, water and electric at the park run to various areas that could be tapped into for a temporary modular housing area. Another possible site is the Garden City Park at 6330 Garden City Rd, Crestview Fl. This does not have trailer hookups but does have electric on site that could be tapped into for a temporary modular housing. Sewer is not available at this park so temporary septic storage tanks would have to be used according the State of Florida Department of Health. One final site that could be a possible modular trailer area is the Baker Park located at 1450 Charlie Day Road, Baker FL. Sewer is not available at this park so temporary septic storage tanks would have to be used according the State of Florida Department of Health. As with the other two sites there is electric on site that could be tapped into for support of a limited temporary housing area. As mentioned previously all of these areas would require approval from county management and commissioners.

# Manufactured Homes in State Parks

There is only one state park in Okaloosa County that could be a possible site for a modular housing area on a temporary basis. The Blackwater River State Park has 30 camp sites on two loop roads. Each site has 20-30-50 amp electric service, potable water connections, and RV sewer hookup. The sites could hold up to a 45 foot modular unit of RV. The area is pet friendly and has a playground for kids. This area would require approval of the State Parks Dept, or the Governor of Florida before it could be used as a site. Note: Part of the park is in Santa Rosa County so Housing Coordinators would need to coordinate with Santa Rosa County.

## Manufactured Homes on Vacant Property

Emergency Group Sites (ESG) for manufactured units can be constructed on cleared, vacant property. A list of potential vacant properties will be provided to FEMA by the Growth Management Dept when needed.

# Manufactured Units on Single Family Properties

Many homeowners, whose units need repairs to return to occupancy, will prefer to place a manufactured unit on the same property while repairs are underway. Appendix H lists Florida Building Code provisions relative to this strategy.

## Existing Temporary Housing Source

There is one possible source of temporary housing that may be suitable for limited numbers of families. Camp Timpoochee a 4-H area operated by the University of West Florida has space for 140 personnel in climate controlled cabins with adjoining baths that can sleep 5 per cabin. The site has a main dining hall with a fully staffed kitchen, small conference rooms, and one large auditorium. However, it must be noted that the camp is water front property and may

not survive a major storm and will have to be inspected prior to any use. Contact number for the camp is (850)897-2224

# E. Sources of Funding for Interim Housing Strategies

Appendix F provides a brief listing of programs and funding resources that may be useful for implementing interim housing strategies.

#### Section 6

#### **REGULATORY BARRIERS**

#### A. Expedited Permitting Process

# <u>The following is from the "State of Florida Interim Contingency Guidance for Catastrophic</u> <u>Events" (Draft version since 2009)</u>

A single expedited permitting process to support the rapid installation of disaster housing units at infill or new sites is highly desirable in the post-catastrophic environment. "One permit only, one inspection only" for all local and state departments within 24hours will ensure that disaster housing installation moves at a rapid pace. Primary inspection should focus on essential life safety concerns, including electrical power installation, water and sewer inspections, and structure tie-downs. The local decision-making body must establish and execute a revised permitting process ordinance to ensure that the revised disaster process can be accessed in the aftermath of a large-scale disaster in the community.

# <u>The following is language from Martin County draft Resolution No. 05-11.27 which may be</u> <u>useful in wording a resolution for Okaloosa County should the need arise.</u>

For 120 days from the date of the resolution, a resident of unincorporated Martin County is authorized to reside in a camping trailer, trailer, motor home, or R/V on his/her residentially zoned lot while a residence is being reconstructed, if the residence located on that lot has been determined to be "unsafe" or "restricted use" by Martin County because of damage caused by Hurricane Wilma. Such use shall comply with all requirements of the Martin County Health Department. Affected owners must register the use of the travel trailers with the Building Department.

Recommendations for the Expedited Emergency Permitting Process for Disaster Housing:

For infill sites: Conduct a life safety inspection to include the following elements:

- Resident name, address, phone and FEMA registration number
- Electric and, if necessary, gas
- Set back requirements from one trailer to another, exposure distances
- Sanitary services
- Other, to be determined.

## B. Development Review Committee Review Process

The Okaloosa County Growth Management has developed a process to expedite the large site review process. The process is located in the Land Development Code Chapter 1-A. However, this process usually takes 120 days for the State to review such project for storm water issues among others. It would require the State of Florida to institute and expedited review process to cut the time from 120 days to a more acceptable time frame after a disaster. This process is outlined in the State of Florida Contingency Guidance for Catastrophic Events, page 34 which state "Florida Statue 252 gives the Governor the authority to abate the permitting requirements of local governments in order to save lives and protect property in the post-disaster environment.

## C. Florida Building Code provisions related to hurricane periods.

Exhibit 2 contains provisions from the Florida Building Code relative to hurricane periods, which all building officials are required to follow.

## D. Florida Building Code provisions for placement of mobile homes on single family lots.

Many residents with substantially damaged single family homes will want to reside in a mobile home, on their single family property, while the repairs are ensuing. Exhibit 3 lists provisions form the Florida Building Code covering this situation.

- E. Model Resolution Permitting Temporary Trailers as Temporary Housing after a Declared Natural Disaster Ordinance. (Appendix G).
- F. Model Policy and Procedures for Locating Temporary Trailers after a Declared Natural Disaster. (Appendix H).

**EXHIBITS** 

#### Exhibit 1:

## Roles and Responsibilities for Staffing the Housing Recovery Center

# Note: Not all of these positions may be needed the Housing Coordinator has the authority to assign or combine positions depending on the need

Position	General Functions
Disaster Housing Coordinator	<ul> <li>Responsible for management, planning, coordination and administration of the HRC.</li> <li>Determines initial and ongoing staffing and responsibilities for the HRC</li> <li>Determines and documents the scope and location of interim hosing needs</li> <li>Establishes means and frequency of communications with ESF 6</li> <li>Establishes and maintains contact with federal, state and municipal and private-sector agencies</li> <li>Ensures the efficient and effective functioning of the URC</li> </ul>
Liaison Officer	<ul> <li>HRC</li> <li>Interfaces with external jurisdictions and agencies, including cities, state, federal, community groups, and not-for-profit organizations.</li> <li>Serves as the point of contact for designated municipal liaisons; establishes means and timing of regular communications between the HRC and these liaisons, and facilitates communication as needed outside of these pre-arranged joint sessions</li> <li>Serves as the initial point of contact for designated representatives of regional, state and federal agencies which are planning and/or implementing housing recovery programs in Okaloosa County and its municipalities, make referrals to the appropriate member of the HRC staff regarding each program.</li> <li>Responds to inquiries from elected and senior appointed officials at the municipal, county, state and/or national level regarding the recovery programs being implemented and/or coordinated through the HRC</li> <li>Maintains coordination, as appropriate, with other county agencies regarding recovery programs, and the HRC role in supporting or assisting housing recovery programs.</li> </ul>

	<ul> <li>Support the HRC Public Information Officer in efforts to facilitate the distribution of public information regarding housing recovery efforts and available assistance programs.</li> <li>Ensure that all liaisons from affected public and private agencies are kept informed as to the status of the HRC, including its deactivation.</li> </ul>
Public Information Officer	Develops and releases, using County and/or Federal mechanism, public information and instruction on housing recovery efforts and housing assistance programs. Coordinates with counterparts at municipalities and state.
Operations Section Unit Leader	<ul> <li>Oversees and coordinates the housing strategies implemented by the HRC.</li> <li>Processes information on the status of each program in which the HRC is participating, and transmits this information to the Planning Section Unit Leader</li> <li>Monitors the effectiveness of HRC programs, tracks remaining capacity and continuing compliance with regulations, and transmits this information to the Planning Section.</li> <li>When indicated, develops and monitors the termination of operations of HRC programs</li> <li>Provides coordination and support for housing recovery activities within the County by all jurisdictions</li> </ul>
Planning Section Unit Leader	<ul> <li>Obtains and processes data on housing needs and program status, and develops Action Plans for each subsequent operational period.</li> <li>Obtains and processes information and data on the demand for interim housing</li> <li>Obtains and processes information on the status and effectiveness of each programs initiated by and/or participated in by the HRC, including the allocation of resources to each program</li> <li>Develops an Action Plan for the subsequent operations period for approval by the HRC Commander</li> <li>Implements each approved Action Plan</li> <li>Ensures that All HRC activities are in compliance with local, state, and federal regulations</li> <li>Ensures that all documentation regarding the HRC activities are complete, accurate, and timely</li> <li>Responsible for planning the process for transition</li> </ul>

	(initiation and demobilization) of individual HRC
	programs, and of the entire HRC
Documentation Liaison	<ul> <li>Ensures the completeness, accuracy and timeliness of all documentation regarding interim Housing Strategies being implemented by the County.</li> <li>Monitors documentation submitted to and/or</li> </ul>
	developed and processed by the HRC
	<ul> <li>Implements corrective actions as necessary</li> </ul>
	<ul> <li>Provides technical support to other entities involved in interim housing activities within Okaloosa County</li> </ul>
Situation Liaison	Continually tracks the current status of each interim housing effort, the allocation of resources, and other key progress measures. Uses this information to provide regular "situation reports" through the Planning Section Chief to the HRC Commander.
	Continually tracks the current status of each HRC
	program, including the allocation of resources, the operational status, the support to or from other
	agencies, and similar key progress measures
	<ul> <li>Provides situation reports (SITREPs) for each HRC program, which are used by the Planning Section Chief</li> </ul>
	to create the HRC Action Plan
Transition Section Leader	Responsible for planning the process of transitioning into each housing strategy (when appropriate), and transitioning out of each as it winds down.
	<ul> <li>Working closely with the Operations Section and Logistics Section, plans the initiation of each HRC operation, providing input into the HRC Action Plan</li> <li>Utilizing the information provided by the Situation Branch, estimates the point when HRC operations will be complete for each HRC program, and provides input into the HRC Action Plans to implement these transitions</li> </ul>
	<ul> <li>Program deactivation encompasses the demobilization and debriefing of all involved personnel, and the proper identification and disposition of all resources and equipment</li> </ul>
	<ul> <li>For HRC led programs, a written demobilization plan shall be prepared, identifying the tasks necessary for deactivation, the responsibility for each task, and the handling of clients subsequent to the end of the program</li> <li>For programs being supported by the HPC, the</li> </ul>
	For programs being supported by the HRC, the

<b></b>	
	<ul> <li>Transition Branch monitors the deactivation process, and provides technical support and assistance to the lead agency upon request</li> <li>When all HRC programs are deactivated, or when a determination is made that the HRC no longer needs to exist independently, the Transition Section will plan and implement the closure of the HRC itself. Including debriefing of personnel and disposition of resources and equipment</li> </ul>
Logistics Section Leader	<ul> <li>Ensures the adequacy of resources (personnel and equipment) available for the HRC. Manages and tracks the resources being used.</li> <li>Ensures that adequate resources are mobilized and deployed for HRC programs and activities. This includes both physical resources and supplies, and also services</li> </ul>
	<ul> <li>such as communications, food, and fuel</li> <li>Assists the interim housing efforts of other jurisdictions (municipal, state, federal) in securing additional or specialized resources for their operations</li> </ul>
Finance and Administration	Completes the financial and administrative actions necessary
Unit Leader	to support the HRC process.
	Completes the financial and administrative actions
	necessary to support the HRC process
	<ul> <li>Oversees the purchase and delivery of resources and</li> </ul>
	services needed to support HRC activities
	<ul> <li>Oversees the necessary documentation to State and</li> </ul>
	Federal agencies to receive reimbursement for HRC
	activities conducted by the County.
	<ul> <li>Oversees documentation of the time of County</li> </ul>
	employees working on HRC activities and programs
Procurement	Responsible for the purchase and delivery of resources and
	services needed to support the HRC process, in a manner
	consistent with County, State, and Federal requirements.
	• Responsible for the purchase and delivery of resources
	and services needed to support the HRC process
	<ul> <li>Serves as liaison to State and Federal officials with</li> </ul>
	regard to obtaining reimbursement for eligible expenses
	<ul> <li>Responsible for ensuring prompt payments to vendors</li> </ul>
	and suppliers involved with HRC programs
	<ul> <li>When indicated and requested, provides technical</li> </ul>
	support in the reimbursement function to
	municipalities and other HRC partner agencies

Time Branch	Ensures documentation of the time of County employees
	expended in the post-disaster housing function. Ensures that
	policies and procedures used to document employee time are
	consistent with State/Federal reimbursement requirements.
	<ul> <li>Ensures documentation of the time of County</li> </ul>
	employees expended in HRC programs and activities
	<ul> <li>Ensures that policies and procedures used to document</li> </ul>
	employee time are consistent with State/Federal
	reimbursement requirements.
	<ul> <li>When indicated and requested, provides technical</li> </ul>
	support regarding documentation of time to
	municipalities and other HRC partner agencies

## Exhibit 2:

# Florida Building Code Provisions

## **Related to Hurricane Periods**

The Florida Building Code does not make special provisions for after a hurricane to expedite permitting and inspections after a major hurricane affects an area. However, Florida Statute 252 gives the Governor the authority to abate the permitting requirements of local governments in order to save lives and protect property in the post-disaster environment.

#### Exhibit 3:

#### Florida Building Code Provisions for

#### **Placement of Mobile Homes on Single Family Units**

The FEMA trailers (mobile homes) have to be installed by a State of Florida Department of Highway Safety and Motor Vehicles approved mobile home installer (contractor). The mobile home will require an electrical connection, plumbing connections and a mobile home tie down. Mobile Homes shall meet or exceed all Florida Building Codes as required for mobile/manufactured homes. Further, Okaloosa County Post Disaster Redevelopment Plan Policy 1.4.2 States "As soon as practical, after the initial moratorium, private or public facilities and infrastructure that suffered major damage and which create or aggravate a threat to the public's health, safety, or welfare shall be able to apply for building permits and associated construction and development orders for repair or demolition." APPENDICES

# Appendix A

# Municipal Disaster Housing Liaisons

Municipality	Liaison	Telephone	E-Mail
Baker	Maria Wilson	850-689-7838	wilsonm@doacs.state.fl.us
Cinco Bayou	Keith Williams	850-833-3405	keith@cincobayou.com
Crestview	Eric Davis	850-689-1618	ericdavis@cityofcrestview.org
Destin	Ken Gallander	850-837-4242	kgallander@cityofdestin.org
Fort Walton Beach	Chris Frasetti	850-833-9604	<u>cfrasetti@fwb.org</u>
Laurel Hill	Anita Miller	850-652-4414	<u>clhclerk@fairpoint.net</u>
Mary Esther	Lynn Oler	850-243-3566	cmgr@cityofmaryesther.com
Niceville	Bruce Price	850-729-4008	bprice@niceville.org
Shalimar	Tom Burns	850-651-7523	shalimartom@yahoo.com
Valparaiso	Carl Scott	850-729-5402	cityadministrator@valp.org

#### Appendix B

#### Federal Assistance to Individuals and Households

#### § 206.110 Federal assistance to individuals and households.

(a) *Purpose*. This section implements the policy and procedures set forth in section 408 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5174, as amended by the Disaster Mitigation Act of 2000. This program provides financial assistance and, if necessary, direct assistance to eligible individuals and households who, as a direct result of a major disaster or emergency, have uninsured or under-insured, necessary expenses and serious needs and are unable to meet such expenses or needs through other means.

(b) *Maximum amount of assistance*. No individual or household will receive financial assistance greater than \$25,000 under this subpart with respect to a single major disaster or emergency. FEMA will adjust the \$25,000 limit annually to reflect changes in the Consumer Price Index (CPI) for All Urban Consumers that the Department of Labor publishes.

(c) *Multiple types of assistance*. One or more types of housing assistance may be made available under this section to meet the needs of individuals and households in the particular disaster situation. FEMA shall determine the appropriate types of housing assistance to be provided under this section based on considerations of cost effectiveness, convenience to the individuals and households and the suitability and availability of the types of assistance. An applicant is expected to accept the first offer of housing assistance; unwarranted refusal of assistance may result in the forfeiture of future housing assistance. Temporary housing and repair assistance shall be utilized to the fullest extent practicable before other types of housing assistance.

(d) *Date of eligibility*. Eligibility for Federal assistance under this subpart will begin on the date of the incident that results in a presidential declaration that a major disaster or emergency exists, except that reasonable lodging expenses that are incurred in anticipation of and immediately preceding such event may be eligible for Federal assistance under this chapter.

(e) *Period of assistance*. FEMA may provide assistance under this subpart for a period not to exceed 18 months from the date of declaration. The Associate Director (AD) may extend this period if he/she determines that due to extraordinary circumstances an extension would be in the public interest.

(f) Assistance not counted as income. Assistance under this subpart is not to be counted as income or a resource in the determination of eligibility for welfare, income assistance or incometested benefit programs that the Federal Government funds.

(g) *Exemption from garnishment*. All assistance provided under this subpart is exempt from garnishment, seizure, encumbrance, levy, execution, pledge, attachment, release or waiver.

Recipients of rights under this provision may not reassign or transfer the rights. These exemptions do not apply to FEMA recovering assistance fraudulently obtained or misapplied.

(h) *Duplication of benefits*. In accordance with the requirements of section 312 of the Stafford Act, 42 U.S.C. 5155, FEMA will not provide assistance under this subpart when any other source has already provided such assistance or when such assistance is available from any other source. In the instance of insured applicants, we will provide assistance under this subpart only when:

(1) Payment of the applicable benefits are significantly delayed;

(2) Applicable benefits are exhausted;

(3) Applicable benefits are insufficient to cover the housing or other needs; or

(4) Housing is not available on the private market.

(i) *Cost sharing*. (1) Except as provided in paragraph (I)(2) of this section, the Federal share of eligible costs paid under this subpart shall be 100 percent.

(2) Federal and State cost shares for "Other Needs" assistance under subsections 408 (e) and (f) of the Stafford Act will be as follows;

(i) The Federal share shall be 75 percent; and

(ii) The non-federal share shall be paid from funds made available by the State. If the State does not provide the non-Federal share to FEMA before FEMA begins to provide assistance to individuals and households under subsection 408(e) of the Stafford Act, FEMA will still process applications. The State will then be obliged to reimburse FEMA for the non-Federal cost share of such assistance on a monthly basis. If the State does not provide such reimbursement on a monthly basis, then FEMA will issue a Bill for Collection to the State on a monthly basis for the duration of the program. FEMA will charge interest, penalties, and administrative fees on delinquent Bills for Collection in accordance with the Debt Collection Improvement Act. Cost shared funds, interest, penalties and fees owed to FEMA through delinquent Bills for Collections may be offset from other FEMA disaster assistance programs (*i.e.* Public Assistance) from which the State is receiving, or future grant awards from FEMA or other Federal Agencies. Debt Collection procedures will be followed as outlined in 44 CFR part 11.

(j) *Application of the Privacy Act.* (1) All provisions of the Privacy Act of 1974, 5 U.S.C. 552a, apply to this subpart. FEMA may not disclose an applicant's record except:

(i) In response to a release signed by the applicant that specifies the purpose for the release, to whom the release is to be made, and that the applicant authorizes the release;

(ii) In accordance with one of the published routine uses in our system of records; or

(iii) As provided in paragraph (j)(2) of this section.

(2) Under section 408(f)(2) of the Stafford Act, 42 U.S.C. 5174(f)(2), FEMA must share applicant information with States in order for the States to make available any additional State and local disaster assistance to individuals and households.

(i) States receiving applicant information under this paragraph must protect such information in the same manner that the Privacy Act requires FEMA to protect it.

(ii) States receiving such applicant information shall not further disclose the information to other entities, and shall not use it for purposes other than providing additional State or local disaster assistance to individuals and households.

(k) *Flood Disaster Protection Act requirement.* (1) The Flood Disaster Protection Act of 1973, Public Law 93–234, as amended (42 U.S.C. 4106), imposes certain restrictions on federal financial assistance for acquisition and construction purposes. For the purpose of this paragraph, *financial assistance for acquisition or construction purposes* means assistance to an individual or household to buy, receive, build, repair or improve insurable portions of a home and/or to purchase or repair insurable contents. For a discussion of what elements of a home and contents are insurable, *See* 44 CFR part 61, Insurance Coverage and Rates.

(2) Individuals or households that are located in a special flood hazard area may not receive Federal Assistance for National Flood Insurance Program (NFIP)—insurable real and/or personal property, damaged by a flood, unless the community in which the property is located is participating in the NFIP (*See* 44 CFR part 59.1), or the exception in 42 U.S.C. 4105(d) applies. However, if the community in which the damaged property is located qualifies for and enters the NFIP during the six-month period following the declaration, the Governor's Authorized Representative may request a time extension for FEMA (*See* §206.112) to accept registrations and to process assistance applications in that community.

(3) *Flood insurance purchase requirement:* (i) As a condition of the assistance and in order to receive any Federal assistance for future flood damage to any insurable property, individuals and households named by FEMA as eligible recipients under section 408 of the Stafford Act who receive assistance, due to flood damages, for acquisition or construction purposes under this subpart must buy and maintain flood insurance, as required in 42 U.S.C. 4012a, for at least the assistance amount. This applies only to real and personal property that is in or will be in a designated Special Flood Hazard Area and that can be insured under the National Flood Insurance Program.

(A) If the applicant is a homeowner, flood insurance coverage must be maintained at the address of the flood-damaged property for as long as the address exists. The flood insurance requirement is reassigned to any subsequent owner of the flood-damaged address.

(B) If the applicant is a renter, flood insurance coverage must be maintained on the contents for as long as the renter resides at the flood-damaged rental unit. The restriction is lifted once the renter moves from the rental unit.

(C) When financial assistance is used to purchase a dwelling, flood insurance coverage must be maintained on the dwelling for as long as the dwelling exists and is located in a designated Special Flood Hazard Area. The flood insurance requirement is reassigned to any subsequent owner of the dwelling.

(ii) FEMA may not provide financial assistance for acquisition or construction purposes to individuals or households who fail to buy and maintain flood insurance required under paragraph (k)(3)(i) of this section or required by the Small Business Administration.

(1) *Environmental requirements*. Assistance provided under this subpart must comply with the National Environmental Policy Act (NEPA) and other environmental laws and Executive Orders, consistent with 44 CFR part 10.

(m) *Historic preservation*. Assistance provided under this subpart generally does not have the potential to affect historic properties and thus is exempted from review in accordance with section 106 of the National Historic Preservation Act, with the exception of ground disturbing activities and construction related to §§206.117(b)(1)(ii) (Temporary housing), 206.117(b)(3) (Replacement housing), and 206.117(b)(4) (Permanent housing construction).

[67 FR 61452, Sept. 30, 2002; 67 FR 62896, Oct. 9, 2002] (Current as of Feb 2015)

#### Appendix C

#### **Emergency Management Powers of the Governor**

252.36 Emergency management powers of the Governor.-

(1)(a) The Governor is responsible for meeting the dangers presented to this state and its people by emergencies. In the event of an emergency beyond local control, the Governor, or, in the Governor's absence, her or his successor as provided by law, may assume direct operational control over all or any part of the emergency management functions within this state, and she or he shall have the power through proper process of law to carry out the provisions of this section. The Governor is authorized to delegate such powers as she or he may deem prudent.

(b) Pursuant to the authority vested in her or him under paragraph (a), the Governor may issue executive orders, proclamations, and rules and may amend or rescind them. Such executive orders, proclamations, and rules shall have the force and effect of law.

(2) A state of emergency shall be declared by executive order or proclamation of the Governor if she or he finds an emergency has occurred or that the occurrence or the threat thereof is imminent. The state of emergency shall continue until the Governor finds that the threat or danger has been dealt with to the extent that the emergency conditions no longer exist and she or he terminates the state of emergency by executive order or proclamation, but no state of emergency may continue for longer than 60 days unless renewed by the Governor. The Legislature by concurrent resolution may terminate a state of emergency at any time. Thereupon, the Governor shall issue an executive order or proclamation ending the state of emergency, the area or areas threatened, and the conditions which have brought the emergency about or which make possible its termination. An executive order or proclamation shall be promptly disseminated by means calculated to bring its contents to the attention of the general public; and, unless the circumstances attendant upon the emergency prevent or impede such filing, the order or proclamation shall be filed promptly with the Department of State and in the offices of the county commissioners in the counties to which the order or proclamation applies.

(3) An executive order or proclamation of a state of emergency shall:

 (a) Activate the emergency mitigation, response, and recovery aspects of the state, local, and interjurisdictional emergency management plans applicable to the political subdivision or area in question; and (b) Be authority for the deployment and use of any forces to which the plan or plans apply and for the use or distribution of any supplies, equipment, and materials and facilities assembled, stockpiled, or arranged to be made available pursuant to ss. <u>252.31-252.90</u> or any other provision of law relating to emergencies.

(c) Identify whether the state of emergency is due to a minor, major, or catastrophic disaster.

1. For a major or catastrophic disaster, the proclamation is authority for a health care practitioner licensed in another state to assist in providing health care in the disaster area according to the provisions specified in the proclamation.

2. For a catastrophic disaster, the proclamation constitutes a formal request for mobilization of the military, which shall be communicated to the President of the United States.

(4) During the continuance of a state of emergency, the Governor is commander in chief of the Florida National Guard and of all other forces available for emergency duty. To the greatest extent practicable, the Governor shall delegate or assign command authority by prior arrangement embodied in appropriate executive orders or rules, but nothing herein restricts the Governor's authority to do so by orders issued at the time of the emergency.

(5) In addition to any other powers conferred upon the Governor by law, she or he may:

(a) Suspend the provisions of any regulatory statute prescribing the procedures for conduct of state business or the orders or rules of any state agency, if strict compliance with the provisions of any such statute, order, or rule would in any way prevent, hinder, or delay necessary action in coping with the emergency.

(b) Utilize all available resources of the state government and of each political subdivision of the state, as reasonably necessary to cope with the emergency.

(c) Transfer the direction, personnel, or functions of state departments and agencies or units thereof for the purpose of performing or facilitating emergency services.

(d) Subject to any applicable requirements for compensation under s. <u>252.43</u>, commandeer or utilize any private property if she or he finds this necessary to cope with the emergency.

(e) Direct and compel the evacuation of all or part of the population from any stricken or threatened area within the state if she or he deems this action necessary for the preservation of life or other emergency mitigation, response, or recovery.

(f) Prescribe routes, modes of transportation, and destinations in connection with evacuation.

(g) Control ingress and egress to and from an emergency area, the movement of persons within the area, and the occupancy of premises therein.

(h) Suspend or limit the sale, dispensing, or transportation of alcoholic beverages, firearms, explosives, and combustibles. However, nothing contained in ss. <u>252.31-252.90</u> shall be construed to authorize the seizure, taking, or confiscation of firearms that are lawfully possessed, unless a person is engaged in the commission of a criminal act.

(i) Make provision for the availability and use of temporary emergency housing.

(j) Take effective measures for limiting or suspending lighting devices and appliances, gas and water mains, electric power distribution, and all other utility services in the general public interest.

(k) Take measures concerning the conduct of civilians, the movement and cessation of movement of pedestrian and vehicular traffic prior to, during, and subsequent to drills and actual or threatened emergencies, the calling of public meetings and gatherings, and the evacuation and reception of civilian population, as provided in the emergency management plan of the state and political subdivisions thereof.

(I) Authorize the use of forces already mobilized as the result of an executive order, rule, or proclamation to assist the private citizens of the state in cleanup and recovery operations during emergencies when proper permission to enter onto or into private property has been obtained from the property owner. The provisions of s. <u>768.28</u>(9) apply to this paragraph.

(m) Authorize businesses and their employees who sell commodities as defined in s. <u>501.160(1)(a)</u> to exceed the times of curfews for the purpose of ensuring that the supplies of commodities are made available to the public and direct local law enforcement to assist and accommodate those businesses and their employees in ensuring that commodities are available in coping with the emergency.

(n) By executive order, authorize the operator of solid waste disposal facilities to extend operating hours to ensure the health, safety, and welfare of the general public.

(6) The Governor shall take such action and give such direction to state and local law enforcement officers and agencies as may be reasonable and necessary for the purpose of securing compliance with the provisions of ss. <u>252.31-252.90</u> and with the orders and rules made pursuant thereto.

(7) The Governor shall employ such measures and give such directions to the Department of Health and the Agency for Health Care Administration as may be reasonably necessary for the purpose of securing compliance with the provisions of ss. <u>252.31-252.90</u> or with the findings or recommendations of such agency of health by reason of conditions arising from emergencies or threats of emergency.

(8) The Governor shall delegate emergency responsibilities to the officers and agencies of the state and of the political subdivisions thereof prior to an emergency or threat of an emergency and shall utilize the services and facilities of existing officers and agencies of the state and of the political subdivisions thereof, including their personnel and other resources, as the primary emergency management forces of the state, and all such officers and agencies shall cooperate with and extend their services and facilities to the division, as it may require.

(9) The Governor and the division shall establish agencies and offices and appoint executive, professional, technical, clerical, and other personnel as may be necessary to carry out the provisions of ss. <u>252.31-252.90</u>.

(10) The Governor shall formulate and execute plans and rules for the control of traffic in order to provide for the rapid and safe movement or evacuation over public highways and streets of people, troops, or vehicles and materials for national defense or for use in any defense industry and may coordinate the activities of the departments or agencies of the state and the political subdivisions thereof concerned directly or indirectly with public highways and streets in a manner which will best effectuate such plans.

History.—s. 1, ch. 74-285; s. 1, ch. 77-47; s. 4, ch. 79-12; s. 21, ch. 81-169; s. 2, ch. 83-44; s. 19, ch. 83-334; s. 11, ch. 93-211; s. 129, ch. 95-148; s. 47, ch. 99-8; s. 33, ch. 2001-61; s. 2, ch. 2005-283; s. 1, ch. 2006-100. (Current as of Feb 2015)

#### Appendix D

#### Source of Hotel / Motels in Area 1

Okaloosa County TDC – 850-651-7131

Escambia County TDC – 850-595-3477

Santa Rosa County TDC - 850-939-2691 or 9369-8666

Walton County TDC - 850-267-1216

Holmes County TDC - 850-547-4682

Washington County TDC – 850-638-6013

Bay County TDC - 850-747-5212

Jackson County TDC – 850-482-8060

Gulf County TDC – 850-229-7800

Franklin County TDC – 866-914-2068

Florida Restaurant and Lodging Association <u>http://www.frla.org/membership/membership-</u> <u>directory/map</u> 850-224-9213: This website has an extensive list of members and address for hotels and motels throughout the State of Florida.

#### Appendix E

#### **Cruise Lines Northwest Florida**

There are currently no large cruise lines in the Northwest Florida Region. However, in the event of wide spread devastation this would not prevent FEMA from ordering a cruise liner to the area to one of the deep channel docks in adjacent counties for use as temporary shelters.

#### Appendix F

#### **Existing Mobile Home / RV Parks**

Department of Health Bureau of Environmental Health

# Active/Pending Facility List

County

Printed: 02/03/2015 at 2:18 pm

#### DISCLAIMER: Note this report does not contain non-public records and can be released to the public.

#### Mobile Home Parks

#### "Pending" Facilities are shown in RED

Mobile	Home Pa	rks	"Pending" Facili	ties are shown in RE	D			
							Total	Permit
Permit I		Facility Name	Location Address	City	Zip	Program Sub Typ	Capacit	Expiration
46-54-00		Craddock's Trailer Park	40-54 Cactus Road	Mary Esther	32569	Mobile Home Park	6	09/30/2015
46-54-00		dam's Mobile Home Park	800 Cardinal Drive	Fort Walton Beach	32547	Mobile Home Park	14	09/30/2015
46-54-00		stor Mobile Rentals	21 8th Avenue	Shalimar	32579	Mobile Home Park	80	09/30/2015
46-54-00	0007 A	zalea Trailer Park	326 Carmel Drive	Fort Walton Beach	32547	Mobile Home Park	45	09/30/2015
46-54-00	0008 A	anchor Trailer Park	509 23rd Street	Niceville	32578	Lodging Park	24	09/30/2015
46-54-00	0009 E	Bay Cove Trailer Park	60 Bayou Drive	Fort Walton Beach	32547	Mobile Home Park	22	09/30/2015
46-54-00		Bayview RV Campground	749 Beach Drive	Destin	32541	Recreational Vehicle Park	11	09/30/2015
46-54-00	0012 E	3C Properties	Hardie Lane	Fort Walton Beach	32547	Lodging Park	28	09/30/2015
46-54-00	0014 E	Blueberry Country Estates	5975 Cobbler Lane	Crestview	32536	Lodging Park	22	09/30/2015
46-54-00	0015 E	Boehners Village	105 Harding Road	Niceville	32578	Mobile Home Park	6	09/30/2015
46-54-00	0016 E	Brad Mar Trailer Park 1	155 Air Force Street	Fort Walton Beach	32547	Lodging Park	6	09/30/2015
46-54-00	0017 E	Brad Mar Trailer Park 2	843 Gibson Road	Fort Walton Beach	32547	Lodging Park	13	09/30/2015
46-54-00	0020 0	Cameron's Trailer Park	208 Casper Drive	Fort Walton Beach	32547	Lodging Park	7	09/30/2015
46-54-0		Cedar Creek Mobile Home Park	5301 Hare Street	Crestview	32539	Mobile Home Park	33	09/30/2015
46-54-00	0024 0	Coachlight Trailer Park	705 Lloyd Street	Fort Walton Beach	32547	Lodging Park	8	09/30/2015
46-54-00	0028 0	Crosswinds	208 Spruce Street	Mary Esther	32569	Lodging Park	6	09/30/2015
46-54-00	0030 F	Palm Trailer Park	1015 N Partin Drive	Niceville	32578	Lodging Park	11	09/30/2015
46-54-00	0032 E	Denton Trailer Park	675 Denton Boulevard	Fort Walton Beach	32547	Mobile Home Park	15	09/30/2015
46-54-00	0034 E	Destin Marina Trailer Park	7 Calhoun Avenue	Destin	32541	Mobile Home Park	12	09/30/2015
46-54-00	0036 5	Shalimar Park	46 3rd Street	Shalimar	32579	Mobile Home Park	30	09/30/2015
46-54-00		&H Investment Holdings LC	1504 Reeves Street	Niceville	32578	Lodging Park	12	09/30/2015
46-54-00	0038 E	Outy's Trailer Park	315 Siebert Avenue	Destin	32541	Mobile Home Park	7	09/30/2015
46-54-00		airview Heights Mobile Iome Park	818-7 Fairview Drive	Fort Walton Beach	32547	Mobile Home Park	8	09/30/2015
46-54-00		red Gannon State Park(Rocky Bayou)	4281 Highway 20 E	Niceville	32578	Recreational Vehicle Park	43	09/30/2015
46-54-00	0041 F	orest Grove Trailer Park	1318 Lewis Turner Boulevard	Fort Walton Beach	32547	Lodging Park	54	09/30/2015
46-54-00	0042 F	unland Trailer Court	825 Eglin Parkway	Fort Walton Beach	32547	Lodging Park	9	09/30/2015
46-54-00	0043 0	Gantts Trailer Park	3779 New Ebenezer Road	Laurel Hill	32567	Lodging Park	16	09/30/2015
46-54-0		SGD Properties Lincoln Park	106 Lincoln Drive	Fort Walton Beach	32547	Lodging Park	8	09/30/2015

Facilities List - Parameter - Program Type: , Status: Active, Include Pending, County:

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Mobile Home Parks

# **Active/Pending Facility List**

County

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#### "Pending" Facilities are shown in RED

Mob	ile Home I	Parks	renuing racii	ues die Showit III REL			Total	Permit
Perm	nit Num	Facility Name	Location Address	City	Zip	Program Sub Typ	Capacit	Expiration
46-54	4-00045	Grant's Trailer Park	411 - 419 Lakeview Street	Mary Esther	32569	Lodging Park	. 9	09/30/2015
46-54	4-00046	Gray's Trailer Park	678 Kehlham Road	Fort Walton Beach	32547	Lodging Park	9	09/30/2015
46-54	4-00047	Greenwood Mobile Home	103 Jackson Street	Fort Walton Beach	32547	Lodging Park	39	09/30/2015
		Community						
46-54	4-00049	Hardie's Mobile Home Park	1 Allen Drive	Fort Walton Beach	32547	Lodging Park	12	09/30/2015
46-54	4-00051	Hilltop Trailer Park	931 W James Lee Boulevard	Crestview	32536	Mobile Home Park	13	09/30/2015
46-54	4-00053	Homestead Trailer Park	304 Reeves Street	Niceville	32578	Mobile Home Park	112	09/30/2015
46-54	4-00054	Houston Park Mobile Home	239 Carmel Drive	Fort Walton Beach	32547	Lodging Park	6	09/30/2015
		Park						
46-54	4-00055	Hudson Mobile Home Park	826 Mayo Trail	Crestview	32536	Lodging Park	16	09/30/2015
46-54	4-00056	Hurricane Lake South	S Hurricane Lake Entranc Ro	Baker	32531	Recreational Vehicle Park	19	09/30/2015
	4-00057	Hurricane Lake North	N Hurricane Entrance Road	Baker	32531	Recreational Vehicle Park	19	09/30/2015
46-54	4-00058	Beach Drive Mobile Home	117 Beach Drive	Fort Walton Beach	32547	Lodging Park	16	09/30/2015
		Park						
46-54	4-00059	East Blueberry Country	5975 Cobbler Lane	Crestview	32536	Lodging Park	20	09/30/2015
		Estates		547 T				
	4-00061	East Gate Trailer Park	John Sims Parkway	Valparaiso	32580	Mobile Home Park	8	09/30/2015
	4-00062	Evans Trailer Park	729 Green Street	Fort Walton Beach	32547	Lodging Park	7	09/30/2015
	4-00063	Plantation Cove	814 Tanager Drive	Fort Walton Beach	32547	Mobile Home Park	24	09/30/2015
669 B	4-00064	Karick Lake South	Karick Lake S Entrance Rd	Baker	32531	Recreational Vehicle Park	16	09/30/2015
	4-00065	Karick Lake North	Karick Lake N Entrance Rd	Baker	32531	Recreational Vehicle Park	16	09/30/2015
	4-00066	Emily's Mobile Home Park	156 Rickey Avenue	Fort Walton Beach	32547	Lodging Park	11	09/30/2015
	4-00067	L&M Trailer Park	205 Reeves Street	Niceville	32578	Lodging Park	12	09/30/2015
1000 5	4-00069	Laurent Mobile Home Park	2496 Hwy 98 W	Mary Esther	32569	Mobile Home Park	30	09/30/2015
	4-00070	Lazy Oaks Trailer Park	4600 Wilkerson Bluff Road	Holt	32564	Lodging Park	8	09/30/2015
	4-00073	Eagle's Landing RV Park	4504 Log Lake Road	Holt	32564	Recreational Vehicle Park	60	09/30/2015
	4-00074	Moore's Trailer Park	15 9th Avenue	Shalimar	32579	Mobile Home Park	25	09/30/2015
	4-00077	Lynn's Trailer Park	615 Bullock Boulevard	Niceville	32578	Mobile Home Park	9	09/30/2015
46-54	4-00080	Oakdale Village Mobile Home Park	820 Gibson Drive	Fort Walton Beach	32547	Lodging Park	47	09/30/2015
46-54	4-00081	Cardinal Cove	821 Cardinal Street	Fort Walton Beach	32547	Mobile Home Park	10	09/30/2015
46-54	4-00082	Patty's Trailer Park	781 Navy Street	Fort Walton Beach	32547	Lodging Park	6	09/30/2015
46-54	4-00083	Paulette's Trailer Court	1778 Hurlburt Road	Fort Walton Beach	32547	Lodging Park	11	09/30/2015
46-54	4-00084	Pinecrest Trailer Park	441 Racetrack Road NW	Fort Walton Beach	32547	Lodging Park	66	09/30/2015
								<u></u>

Facilities List - Parameter - Program Type: , Status: Active, Include Pending, County:

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# **Active/Pending Facility List**

County

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Mobile Home	Parks	Pending Facili	ties are snown in REL				
mobile nome	uns					Total	Permit
Permit Num	Facility Name	Location Address	City	Zip	Program Sub Typ	Capacit	Expiration
46-54-00085	Pineoaks Trailer Park	622 Gap Creek Drive	Fort Walton Beach	32548	Lodging Park	18	09/30/2015
46-54-00087	Plantation Trailer Park	816 Tanager Drive	Fort Walton Beach	32547	Lodging Park	50	09/30/2015
46-54-00088	Playground RV Park	777 Beal Parkway	Fort Walton Beach	32547	Recreational Vehicle Park	98	09/30/2015
46-54-00089	Playground Mobile Home Park II	807 Gibson	Fort Walton Beach	32547	Mobile Home Park	24	09/30/2015
46-54-00091	Lloyd Street Mobile Home Park	724 Lloyd Street	Fort Walton Beach	32547	Lodging Park	8	09/30/2015
46-54-00093	Quality Trailer Park	1814 Hurlburt Road	Fort Walton Beach	32547	Lodging Park	19	09/30/2015
46-54-00094	Rivers Edge RV Campground	4001 Log Lake Road	Holt	32564	Recreational Vehicle Park	89	09/30/2015
46-54-00095	Roberts Trailer Park	1649 E Highway 90	Crestview	32536	Lodging Park	21	09/30/2015
46-54-00098	Ruzowski Mobile Home Park	134 Fetting Avenue	Fort Walton Beach	32547	Lodging Park	6	09/30/2015
46-54-00099	Ryals' Trailer Park	800-802 Lark Street	Fort Walton Beach	32547	Lodging Park	12	09/30/2015
46-54-00100	Sanders Trailer Park	703 Shady Lane	Fort Walton Beach	32547	Lodging Park	7	09/30/2015
46-54-00102	Scroggins Trailer Park	711 Navy Street	Fort Walton Beach	32547	Lodging Park	6	09/30/2015
46-54-00104	Shady Lane Trailer Park	118 Koon Street	Fort Walton Beach	32547	Lodging Park	6	09/30/2015
46-54-00105	Shanyns Mobile Home Park	820 Tanager Drive	Fort Walton Beach	32547	Lodging Park	10	09/30/2015
46-54-00107	Simpler's Trailer Park	1303 Greenacres Avenue	Fort Walton Beach	32547	Lodging Park	7	09/30/2015
46-54-00108	Sir Roberts Trailer Park	1300-1304 Greenacres Aven	Fort Walton Beach	32547	Lodging Park	18	09/30/2015
46-54-00113	Howton Properties	Ranger Road	Mary Esther	32569	Mobile Home Park	18	09/30/2015
46-54-00114	Thomas Trailer Park	701 Leonard Road	Fort Walton Beach	32547	Lodging Park	10	09/30/2015
46-54-00115	Wade Trailer Park	101 Sasser Street	Niceville	32578	Mobile Home Park	6	09/30/2015
46-54-00117	Tyner Mobile Home Park	700 Tyner Street	Fort Walton Beach	32547	Lodging Park	16	09/30/2015
46-54-00118	Vache Royale I	800 Denton Boulevard	Fort Walton Beach	32547	Lodging Park	8	09/30/2015
46-54-00120	Capri Commons	928 Carlos Drive	Fort Walton Beach	32547	Mobile Home Park	139	09/30/2015
46-54-00121	Villa Winds	678 Denton Boulevard	Fort Walton Beach	32547	Lodging Park	15	09/30/2015
46-54-00122	Wards Mobile Home Park	1502 Ponderosa Road E	Fort Walton Beach	32547	Lodging Park	15	09/30/2015
46-54-00124	Whispering Pines Trailer Park	1 Newcastle Drive	Fort Walton Beach	32547	Lodging Park	10	09/30/2015
46-54-00125	Williams Court Ventures	916 Williams Court	Fort Walton Beach	32547	Lodging Park	26	09/30/2015
46-54-00127	Willow Winds Mobile Home Park	127 Ray Vecchino Road	Mary Esther	32569	Lodging Park	6	09/30/2015
46-54-00129	Wright Circle Mobile Home Park	317 Carmel Drive	Fort Walton Beach	32547	Lodging Park	8	09/30/2015
46-54-00130	Wright Trailer Court	150 Barks Drive	Fort Walton Beach	32547	Lodging Park	15	09/30/2015

Facilities List - Parameter - Program Type: , Status: Active, Include Pending, County:

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# **Active/Pending Facility List**

County

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Mohile Home I	Mobile Home Parks "Pending" Facilities are shown in RED						
mobile nome i						Total	Permit
Permit Num	Facility Name	Location Address	City	Zip	Program Sub Typ	Capacit	Expiration
46-54-00131	Zupco Mobile Home Court	226 - 232 Oakhill Avenue	Fort Walton Beach	32547	Lodging Park	6	09/30/2015
46-54-00138	T.J.P. Enterprise	1041 48th Street	Niceville	32578	Lodging Park	6	09/30/2015
46-54-00140	Country Breeze Mobile Home Park	510 Union Street	Fort Walton Beach	32547	Mobile Home Park	47	09/30/2015
46-54-00141	Brookmeade Mobile Home	429 Brookmeade Drive	Crestview	32539	Mobile Home Park	7	09/30/2015
46-54-00143	D&D Mobile Home Park	8 Bradford Street	Fort Walton Beach	32547	Mobile Home Park	8	09/30/2015
46-54-00146	Camp Timpoochee	4750 Timpoochee Lane	Niceville	32578	Recreational Camp	70	09/30/2015
46-54-00147	Emerald Coast Mobile Home Park	224 Madison Street	Niceville	32578	Lodging Park	14	09/30/2015
46-54-00150	Neese Mobile Home Park	816 Navy Street	Fort Walton Beach	32547	Lodging Park	7	09/30/2015
46-54-00151	Minnie Manor	114 Skipper Avenue	Fort Walton Beach	32547	Lodging Park	6	09/30/2015
46-54-00152	Twin Cities Trailer Park	Crestview & Madison Street	Niceville	32578	Lodging Park	14	09/30/2015
46-54-00153	Cedar Crest Mobile Home Park	230 Siebert Street	Destin	32541	Mobile Home Park	8	09/30/2015
46-54-00154	Crestview Mobile Park	864 E Chestnut Avenue	Crestview	32539	Mobile Home Park	10	09/30/2015
46-54-00155	Wood Mobile Home Park	3 Brenda Lane	Mary Esther	32569	Lodging Park	5	09/30/2015
46-54-00156	Peggy Marler Mobile Home Park	1303 Beverly Street	Fort Walton Beach	32547	Lodging Park	5	09/30/2015
46-54-00157	Bethea Mobile Home Park	505 Scott Lane	Fort Walton Beach	32547	Mobile Home Park	5	09/30/2015
46-54-00158	Henderson Beach State Recreation Area	17000 Emerald Coast Parkw	Destin	32541	Recreational Vehicle Park	63	09/30/2015
46-54-00159	Denton Place	Denton Place	Fort Walton Beach	32547	Lodging Park	10	09/30/2015
46-54-00160	Wayer Mobile Home Park	6222 Old Bethel Road	Crestview	32536	Mobile Home Park	8	09/30/2015
46-54-00161	Major Manor	801 Fairview Drive	Fort Walton Beach	32547	Lodging Park	6	09/30/2015
46-54-00164	Long Drive Mobile Home Park	537 Long Drive	Crestview	32539	Mobile Home Park	5	09/30/2015
46-54-00167	Freedom Mobile Home Park	2210 W James Lee Boulevar	Crestview	32536	Mobile Home Park	19	09/30/2015
46-54-00168	Cavalier Mobile Home Park	5294 Cavalier Drive	Crestview	32539	Lodging Park	6	09/30/2015
46-54-1282848	Ashley Mobile Home Park	1502-1506 18th Street	Niceville	32578	Mobile Home Park	6	09/30/2015
46-54-1296251	Brad Mar 5	800-808 Oakridge Road	Fort Walton Beach	32547	Lodging Park	5	09/30/2015
46-54-1397743	Destin West RV Resort	1310 Miracle Strip Parkway	Fort Walton Beach	32548	Recreational Vehicle Park	54	09/30/2015
46-54-1497479	Miracle Mobile Home Park	Miracle Drive	Mary Esther	32569	Mobile Home Park	43	09/30/2015

Facilities List - Parameter - Program Type: , Status: Active, Include Pending, County:

Page 4 of 5

# Active/Pending Facility List

County

Printed: 02/03/2015 at 2:18 pm

#### DISCLAIMER: Note this report does not contain non-public records and can be released to the public.

		Total
Mobile	Lodging Park	65
Home Parks	Mobile Home Park	35
	Recreational Camp	1
	Recreational Vehicle Park	11
	Total	112
Total		112

Total Capacity:

2,346

Facilities List - Parameter - Program Type: , Status: Active, Include Pending, County:

Page 5 of 5

## Appendix G

## **Program/Funds Post Disaster**

#### **Department of Homeland Security**

## Office of Inspector General

#### **Compendium of Disaster Assistance Programs**

DEPT	PROGRAM TITLE	PURPOSE	CFDA NUMBER
DHS	Disaster	To provide special federally funded weekly	97.034
	Unemployment	benefits to workers and self-employed	
	Assistance	individuals who are unemployed as a direct	
		result of a Presidentially-declared major	
		disaster, and who are not eligible for	
		regular unemployment insurance benefits	
		paid by States. Administered by DOL	
		through funding from FEMA)	
DHS	Disaster Housing	To provide financial assistance and, if	97.048
	Assistance to	necessary, direct assistance to individuals	
	Individuals and	and households affected as a direct result	
	Households in	of a presidentially declared major disaster	
	Presidential	or emergency, who have uninsured or	
	Declared Disaster	under-insured, necessary expenses and	
	Areas	serious needs and are unable to meet such	
		expenses or needs through other means.	
DHS	Presidential	To address disaster-related housing needs	97.049
	Declared Disaster	of individuals and households suffering	
	Assistance-	hardship within an area which, by	
	Disaster Housing	Presidential declaration, has been	
	Operations for	designated as a disaster area.	
	Individuals and		
	Households		
DHS	Presidential	To provide assistance to individuals and	97.50
	Declared	households affected by a disaster or	
	Disaster	emergency declared by President, and	
	Assistance to	enable them to address necessary expenses	
	Individuals and	and serious needs, which cannot be met	
	Households-	through other forms of disaster assistance	
	Other Needs	or through other means as insurance.	

DEPT	PROGRAM TITLE	PURPOSE	CFDA NUMBER
DOD	Roofing	Install temporary roofs on homes to allow	*
		occupation by owners/residents and relieve	
		the need to provide temporary housing	
HUD	Community	The primary objective of this program is the	14.22
	Development	development of viable urban communities	
	Block	by providing decent housing, a suitable	
	Grants/State's	living environment, and expanding	
	Program and	economic opportunities, principally for	
	Non-Entitlement	persons of low and moderate income. Each	
	Grants in Hawaii	activity funded must meet one of the	
		programs National Objectives by:	
		Benefiting low and moderate income	
		families; aiding in the prevention or	
		elimination of slums or blight; or meeting	
		other community development needs	
		having a particular urgency because	
		existing conditions pose a serious and	
		immediate threat to the health or welfare	
		of the community where other financial	
		resources are not available.	
HUD	Home Investment	(1) To expand the supply of affordable	14.239
	Partnerships	housing, particularly rental housing,	
	Program	for low and very low income	
		Americans; (2) to strengthen the	
		abilities of State and local	
		governments to design and	
		implement strategies for achieving	
		adequate supplies of decent,	
		affordable housing; (3) to provide	
		both financial and technical	
		assistance to participating	
		jurisdictions, including ht	
		development of model programs for	
		developing affordable low income	
		housing; and (4) to extend and	
		strengthen partnerships among all	
		levels of government and private	
		section, including for-profit and	
		nonprofit organizations, in the	
		production and operation of	
		affordable housing.	

DEPT	PROGRAM TITLE	PURPOSE	CFDA NUMBER
HUD	Community	To provide communities with a source of	14.248
	Development	financing for economic development,	
	Block Grants-	housing rehabilitation, public facilities, and	
	Section 108 Loan	large scale physical development projects	
	Guarantees		
HUD	Section 8 Housing	To aid very low income families in obtaining	14.871
	Choice Vouchers	decent safe, and sanitary rental housing.	
		Etc.	
SBA	Disaster	To provide loans to the victims of declared	5
	Assistance Loans	disasters for uninsured or otherwise	
		uncompensated physical damage	
USDA	Direct Housing	To assist qualified recipients to meet	10.444
	Natural Disaster	emergency assistance needs resulting from	
	Loans and Grants	natural disaster. Funds are only available	
		to the extent that funds are not provided	
		by FEMA. For the purpose of administering	
		these funds, a natural disaster will only	
		include those counties identified by a	
		Presidential declaration.	

\*No CFDA number identified

#### Appendix H

# DRAFT MODEL RESOLUTION PERMITTING TEMPORARY TRAILERS AS TEMPORARY HOUSING AFTER A DECALRED NATURAL DISASTER ON SINGLE FAMILY LOTS

#### 1. Okaloosa County Proposed Emergency Resolution

Before the Board of County Commissioners Okaloosa County, Florida Resolution # Hurricane \_\_\_\_\_ Recovery Efforts Whereas, Hurricane \_\_\_\_\_\_, a Category \_\_\_\_\_ hurricane, impacted Okaloosa County on day \_\_\_\_\_, date \_\_\_\_\_; and, Whereas, Hurricane \_\_\_\_\_\_, cause major damage to public utilities, public communication system, public streets and roads, marinas, beaches, and commercial and residential buildings and area; and, Whereas the County Commissioners declared a State of Local Emergency in unincorporated Okaloosa County for the hurricane and opened the Emergency Operations Center; and, Whereas, Governor \_\_\_\_\_\_ declared a state of emergency as a result of Hurricane ; and Whereas, President \_\_\_\_\_\_ declared Florida a major disaster area as a result of Hurricane \_\_\_\_\_; and Whereas, the Florida Department of Environmental Protection issued the document OGC No. XX-XXXX dated \_\_\_\_\_\_\_ entitled "Emergency authorization for repairs, replacement, restoration, and certain other measures made necessary by Hurricane ; and Whereas, the Board of County Commissioners enacted a Okaloosa County Commissioners adopted Resolution No. on date that authorizes trailers on residential sites in unincorporated Okaloosa County for up to ninety (90) days while the homeowner rebuilds a residence damaged by Hurricane . NOW, THEREFORE IT BE RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF OKALOOSA COUNTY, FLORIDA THAT:

1. The above Recitals are hereby incorporated by reference.

- 2. For ninety (90) days from the date of this resolution, a business owner with in the unincorporated area of Okaloosa County is authorized to conduct business operations in a camping trailer, trailer, motor home, or R/V on a commercially zoned site while the business structure is being reconstructed, if the commercial building located on that site has been determined to be "unsafe" or "restricted use" by Okaloosa County because of damage caused by Hurricane \_\_\_\_\_\_. Such shall comply with all requirements of the Okaloosa County Health Department. If the business operator leases the site of an affected business, then the business operator must obtain written permission from the commercial site owner to place a temporary unit on the site.
- 3. The ninety (90) day period provided in Resolution No. \_\_\_\_\_\_\_ is hereby extended for a period of ninety (90) days from the date of this resolution and authorizes a resident of unincorporated Okaloosa County to reside in a camping trailer, trailer, motor home, or R/V on his/her residentially zoned lot while a residence is being reconstructed, if the residence is located on that lot has been determined to be "unsafe" or "restricted use" by Okaloosa County because of damage caused by Hurricane \_\_\_\_\_\_. Such use shall comply with all requirements of the Okaloosa County Health Department.
- 4. This resolution does not supersede any private restriction or covenants, or other regulations, regarding the use of property.

DULY PASSED AND ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF OKALOOSA COUNTY, this \_\_\_\_\_\_ the day of month \_\_\_\_\_\_, year\_\_\_\_\_.

ATTEST:

BOARD OF COUNTY COMMISSIONERS

OKALOOSA COUNTY, FLORIDA

ΒY

APPROVED AS TO FORM AND CORRECTNESS:

OKALOOSA COUNTY ATTORNEY

#### Appendix I

# Draft Model Permitting of Temporary Trailers as Housing after a Declared Natural Disaster, in Unincorporated Okaloosa County

- Purpose:Determine who qualifies and establish procedures to facilitate requests for<br/>trailers as temporary housing while replacing or reconstructing a residential unit.
- **Policy:** Building Permit for use of temporary trailer while residential units are being replaced or reconstructed.

#### **Procedures:** Qualifications

- 1. Provide FEMA registration for trailer need. Or
- **2.** Provide proof homeowners insurance is addressing "loss of use" or residence.

#### **General Requirements**

- Prove unit is uninhabitable through appropriate documentation (pictures of damage, assessment reports by insurance company or FEMA, etc
- Comply with all Health, Building and Zoning Codes and permitting procedures.
- The Building Permit shall be valid for one-year from date of issuance from the Permit Department. A possible one-year extension may be granted provided the applicant submits and application to Planning within 60 days of the permit expiration, as indicated on the permit.
- Granting of the permit does not relieve the applicant from complying with Deed Restrictions imposed by the development.
- The Growth Management Director may amend this policy to enforce additional requirements to ensure, health, safety, and welfare of the residents of Okaloosa County.

#### **Temporary Trailer Specific Requirements**

- Generators are prohibited as a source of permanent power while the main residential unit is being repaired.
- Electrical hook-up to commercial power is required.
- Water shall be supplied to the Temporary trailer through existing hose bib.

- Sewage shall be self-contained or connected to a sewer system that may require inspection from Okaloosa County. Owner is required to provide the Health Department a copy of a signed "Service Agreement: stating the frequency of removal of the contents from self-contained tanks.
- Temporary trailer shall meet separation requirements by Okaloosa County Codes.
- Applicant shall provide a survey, site plan or aerial of the property with proposed location of the temporary trailer.
- Temporary trailers shall be located on a lot that insures the unit is entirely on the parcel/lot of the home residence being repaired as approved by Okaloosa County Permitting.

## Mobile Home (MH) in Mobile Home Parks

In addition to meeting all above requirements, unless specified as being exempt, MH placed in Mobile Home Parks shall comply with the following additional requirements:

- Destroyed MH and any associated debris shall be removed from the lot by the park owner or applicant, whichever is applicable, and disposed of in an appropriate manner.
- MH placed in mobile home parks shall submit to the Okaloosa County Growth Management Permit Department for all appropriate permits, which include but are not limited to, demo of destroyed MH, electrical, mechanical, plumbing, and the tie down.
- The MH must be approved for the wind zone where it will be installed as approved under the Department of Highway Safety and Motor Vehicles.
- In the event the MH cannot meet required setbacks or separations of the Mobile Home Park Controlling Site Plan, the applicant shall remove the MH from the lot or seek a variance relief within 60 days of the expiration of the 18-month FEMA certification period or as determined by Growth Management.
- Temporary Installation does not vest the mobile home for existing use credit, and that a mobile home that later becomes permanent dwelling is subject to the assessment of impact fees.

**CONTACT LIST** 

Agency	Contact	Phone	E-Mail
Okaloosa County Administrator	John Hofstad	651-7515	jhosfstad@co.okaloosa.fl.us
Okaloosa County Public Safety Director	Dino Villani	651-7150	<u>dvillani@co.okaloosa.fl.us</u>
Okaloosa County Growth Management Director	Elliot Kampert	651-7180	<u>ekampert@co.okaloosa.fl.us</u>
Okaloosa County Disaster Housing Coordinator	Sherry Reed	689-7917	sreed@co.okaloosa.fl.us
Okaloosa County Chief of Emergency Management	Randy McDaniel	651-7150	<u>rmcdaniel@co.okaloosa.fl.us</u>
Okaloosa County Public Works Director	Jason Autrey	423-4828	jautrey@co.okaloosa.fl.us
Okaloosa County construction, fire & life safety inspector	Chuck Bonta	423-4852	<u>cbonta@co.okaloosa.fl.us</u>
Gulf Power Distribution Operations Center		833-4822	
Gulf Power Emergency Operations Center		833-4822 399-4335	
Gulf Power ESF 12 Representative	Carl Jackson	444-6654 206-1956	<u>gcjackson@southernco.com</u>
Chelco Power Representative	Mike Richards	585-9193	mrichards@chelco.com
Okaloosa County Health Department Emerg Ops	Katie Holbrook	833-9240 ext 2304 699-4228	<u>Katie.Holbrook@flhealth.gov</u>
Okaloosa County Water and Sewer	Jeff Littrell	651-7172 978-0017	jlittrell@co.okaloosa.fl.us
Okaloosa County School District	Nick Kootsouradis	689-7113 305-3271	kootsouradisn@mail.okaloosa.k12.fl.us

Agency	Contact	Phone	E-Mail
Northwest Florida Water Management District	Crestview District Office Daniel Arner	683-5048 683-5044	<u>Daniel.arner@nwfwmd.state.fl.us</u>
Economic Development Council of Okaloosa County	Nathan Sparks Executive Director	362-6467	nathan@florida-edc.org

# **County and Municipal Building Officials**

Agency	Building Official
Okaloosa County 1804 Lewis Turner Blvd Suite 200 Fort Walton Beach, FL 32547	Director, Elliot Kampert <u>ekampert@co.okaloosa.fl.us</u> 651-7180 Building Official, Purl Adams <u>padams@co.okaloosa.fl.us</u> 689-7987
City of Fort Walton Beach 105 Miracle Strip Parkway SW Fort Walton Beach, Fl 32548	Engineering & Utility Services Director Tim Bolduc <u>tbolduc@fwb.org</u> 833-9599
City of Destin 4200 Indian Bayou Trail Destin, FL 32541	Chief Building Official, Noell Bell <u>nbell@cityofdestin.com</u> 654-1119 Combination Inspector, Karl McGuire <u>kmcguire@cityofdestin.com</u> 654-1119
City of Mary Esther 195 Chrisobal Rd N Mary Esther, FL 32569	Building Official and Permitting is provided by Okaloosa County Growth Management
City of Niceville 208 N Partin Dr Niceville, FL 32578	Director of Planning, Bruce Price <u>bprice@niceville.org</u> 279-6436 Building Inspector, Lavon Mason <u>Imason@niceville.org</u> 279-6436
City of Crestview 198 Wilson St Crestview, FL 32536	Dept Director, Teresa Gillard <u>tgillard@cityofcrestview.org</u> 689-1618/1619 Building Official, Eric Davis <u>edavis@cityofcrestview.org</u> 689-1618/1619

# REFERENCES

Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended and Related Authorities.

http://www.fema.gov/about/stafact.shtm

Chapter 252.36, F.S. Emergency Management Power of the Governor.

http://www.leg.state.fl.us/statutes/index.cfm?App\_mode=Display\_Statute&Search\_String=&U RL=0200-0299/0252/Sections/0252.36.html

Department of Homeland Security, Office of Inspector General Compendium of Disaster Assistance Programs

http://www.oig.dhs.gov/assets/Mgmt/OIG 09-49 Apr09.pdf

# ANNEX VII

# **GULF OIL SPILL**

# OKALOOSA COUNTY, FLORIDA LOCAL ACTION PLAN

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# 1.0 Scope

The Okaloosa County Local Action Plan details the methods, equipment, and daily operations required to respond to the approaching Deepwater Horizon (Mississippi Canyon 252) oil slick. The plan consists of offshore, nearshore, onshore, inlet, and inland waterway response strategies. The plan is intended to be adaptive based on observed daily successes and failures and targeted to develop effective strategies for each location and situation.

This plan was developed to respond to the continuous release of oil and the residual of oil already released from the Deepwater Horizon located approximately 115 miles southwest of Okaloosa County. After the initial 20 days, the slick had not reached Okaloosa County. The oil is expected to approach in a weathered, viscous state in a light distribution (<15% of oil coverage on the water). The distribution of the oil approaching the response site is dependent on deepwater operations near the incident site, wave conditions and current speed. This version of the plan does not provide contingencies for storms.

# 2.0 Offshore Response

Offshore operations will be conducted within 1 to 5 miles offshore. Vessels including barges, skimming boats and workboats will deploy booms and skimmers in efforts to contain and remove the approaching oil, preventing it from reaching the nearshore area. Upon review of the daily overflights and existing conditions, the LOCAL INCIDENT COMMANDER will coordinate with the vessels and subcontractors to implement the most effective strategy for that day. Vessels will be operated in Single Sweep Mode (V- configuration, 2 vessels), Dual Sweep Mode (J-configuration, 2 vessels) or U-configuration (3 vessels or more). The strength and buoyancy ratio of the booms and the capacity and water content of the skimmers shall be provided to the LOCAL INCIDENT COMMANDER for review prior to implementation. The brush skimmers can have up to an 80% efficiency rate in light to moderate seas, recovering 1,200 bbl/hr. The success of the offshore operations will depend on the skill of the vessel operators and the weather conditions.

Equipment required:

- (2) Two Barges (12,000 bbl storage each)
- (1) Tugboat for use with barges
- (1) Tanker for recovered emulsion and water (500,000 bbl storage)
- (1) Skimming Boat (self-propelled with built in skimmers)
- (6) Offshore Workboats for boom towing
- (4) Mini-barges (250 bbl capacity)
- (4) Large brush skimmer (over the side conveyor belt 5 brush system,  $200 \text{ m}^3/\text{hr}$ )
- (2) Vertical Rope Mops (over the side skimmers,  $80 \text{ m}^3/\text{hr}$ )
- (2) Built in Brush Skimmers (part of skimming boat, 82 m<sup>3</sup>/hr)
- (2) Mini-brush skimmers  $(14 \text{ m}^3/\text{hr})$
- Offshore Boom (200 m each)

Deflection or Containment Booms (500 ft each)

(4) Towable bladders (300 bbl each)



Figure 2.1 Skimmer boat (Kepner, 2010)



Figure 2.2 Large brush skimmer (Lamor, 2010)

# 3.0 Nearshore Response

Nearshore operations will be conducted in depths less than 30 feet. These operations are intended to respond to targeted areas including concentrated oil patches or oil approaching an identified environmentally sensitive area. Depending on the trajectory of the oil, booms will either be used to deflect oil towards recovery boats or deflect oil towards a location on the shoreline with low environmental sensitivity for recovery (Figure 3.1). The Local Incident Commander will review the overflights and hydrodynamic model results to determine natural collection sites along the shoreline which will improve the effectiveness of the deflection to shoreline strategy (Figure 3.2). Vessels not in operation offshore will be used nearshore including mini- barges and workboats. Mini-barges will transfer recovered oil to offshore vessels. Shore based or floating skimmers will remove oil from the collection sites and into temporary storage onshore. Any

oiled debris on shore will be removed daily. The effectiveness of the nearshore operations will depend on the distribution of oil and number of recovery teams operating simultaneously.

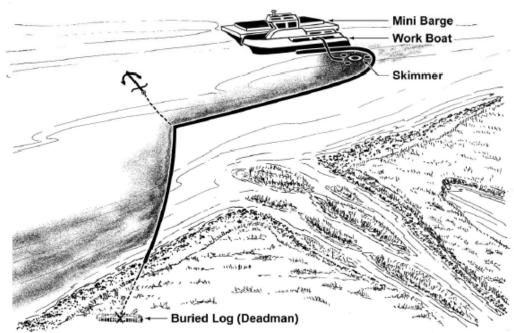


Figure 3.1 Nearshore Diversion and Oil Recovery (Spiltec, 2008)

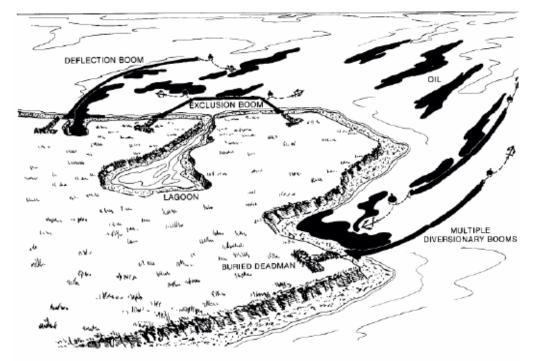


Figure 3.2 Deflection and exclusion booming pushes oil onto natural collection areas for removal (Spiltec, 2008)



Figure 3.3 Oleophilic drum skimmer (Offshore Technology, 2003).

Equipment required: Mini-barges Workboats Deflection Booms Anchors (22 lb Danforth Style) Shore-based Oleophilic Drum Skimmers

# **4.0 Onshore Response**

Okaloosa County has over 24.15 miles (127,493 feet) of beach. The fine white sand has a mean diameter of 0.29 to 0.35. The distribution of the oil onshore is dependent on the water level. Banding, staining, covering will occur depending on the concentration of oil reaching the beach at the particular tide level. Depth of penetration by the oil depends on the amount of time the oil is allowed to sit on the beach. Maximum penetration of oil into fine grained sand is about 10-15cm. Cross-shore transport of sand can result in the burial of oil-contaminated sediments.

The method used to cleanup oil from the shoreline will depend on the state of the stranded oil. Beach cleaning operations can have negative impacts which stress the natural environment. Protecting shorebird and sea turtle nests, setting up cleanup access zones, and protecting vegetation can reduce negative impacts caused by cleanup. The subcontractors will verify with the Local Incident Commander if nests are in the area and understand the permitted access points to use before initiating beach cleanup operations. Efforts will focus on limiting vehicular and foot traffic that can mix the oil deeper into the sediments. Dune vegetation will be avoided and protected to the extent possible during cleanup operations.

# 4.1 Shoreline Cleanup Assessment Team (SCAT)

A Shoreline Cleanup Assessment Team (SCAT) will be deployed daily to inspect areas of reported oiling or areas expected to be oiled based on hydrodynamic and trajectory model results. The SCAT will collect data needed to determine the best cleanup strategy possible by location. The SCAT forms have been formatted specifically for Okaloosa County.

## 4.2 Adsorbents

Snares and pom pom adsorbents have an affinity for oil and tend to repel water. Adsorbents have found to be effective on viscous oil including tar balls and tar patches (Figure 4.1). Snares and pom poms will be attached to ropes, anchored just seaward of the dry beach or just seaward of the surf zone (Figure 4.2). Snare booms are being implemented in Dauphin Island (Figure 4.3).



Figure 4.1 Tar ball on beach (BBNEP, 2003).



Figure 4.2 Oil sticks to pom poms on a rope (USCG, 2008).



Figure 4.3. Snare booms anchored by posts along the wet beach (USCG, 2010).

## **4.3 Physical Removal**

Remediation methods will be used to minimize the quantity of clean native white sand removed from the beach. Any sand removed will be weighed prior to removal from the beach. Tar balls will be manually removed using rakes and shovels. Manual removal is labor intensive but would reduce the amount of clean sediment removal as much as possible. PAN machines and disking will be used when available. Lamor, Beach Tech and Barber supplies beach cleaners and surf rakes that will be operated by one person to clean oil deposits off the beach (Figures 4.4 and 4.5). Excavation equipment including front end loaders will be used if larger amounts of oiled sand need to be removed. The appropriately sized excavation equipment will be used to prevent removal of clean sand. Multiple methods will be used simultaneously if necessary. Manual removal crews will follow the machines to pick up any missed oil. If possible, oil contaminated sediments will be treated and the clean sand will be returned to the beach. Sand samples will be taken from the cleaned sand to determine that the sand meets federal, state and local requirements.



Figures 4.4a and b Beach Tech cleaners (Beach Tech, 2003)



Figure 4.5 Barber surf rake (H. Barber & Sons, Inc., 2010)

## **4.4 Mechanical Washing**

The Local Incident Commander shall inspect the site to determine if oiled sediments will be scraped and moved into the swash zone, where oil will be entrained in the water and removed with skimmers or adsorbents. This removal method was effective during the Tampa Bay oil spill cleanup in 1993 (Owens, 1993). If the beach remains slightly stained after mechanical washing, alternative methods discussed above will be used to remove oil.

## 4.5 Beach- sealing Booms

Beach sealing booms with submerged curtains act as containment booms in deeper waters but provide a seal in shallow low flow waters (Figure 4.6). Beach sealing booms shall be used near collection sites.



Figure 4.6 Beach sealing boom (Markleen, 2010).

## 4.6 Rip- rap

The jetties along East Pass and groins near Norriega Point will be completely surrounded by silt/ turbidity curtains or booms with skirts of 24 inches. Oiled rip- rap will be pressure washed to remove oil (Figure 4.7). Oil washed into the water will be adsorbed using pom poms removed by skimmers.



Figure 4.7 Pressure washing rip rap.

## **5.0 Inlet Response: East Pass**

Daily observations of the currents and hydrodynamic model results will be used to determine the appropriate stratgey for the situation in East Pass. The high velocities in East Pass will cause the oil slick to spread faster than it will offshore. A series of booms shall be deployed to deflect the oil to collection sites and to limit the amount of oil passing into the inland waterways. The Local Incident Commander will inspect the angles of deployment, monitor the performance of the booms, and adapt the plan as needed.

## **5.1 Boom Deployment**

The currents in East Pass range from 2 to 2.5 knots in the channel and 0.3 to 1.5 knots along the shoreline. In currents above 0.7 knots, the turbulence generated by water flowing under the boom will result in oil entraining in the flow and escaping under the boom (Coe, 1999). The boom deflection angle is dependent upon current speed (Table 5.1). The length of boom used, deflection angle, and boom skirt length shall be provided to the LOCAL INCIDENT COMMANDER. The LOCAL INCIDENT COMMANDER will calculate the load on the boom, verify the anchors will hold and adjust the boom deployment plan as needed.

Time to Drift 100 Feet (seconds)	Velocity (ft/sec)	Velocity (m/sec)	Velocity (knots)	Max Boom Deflection Angle (degrees)	Boom Required for 100-foot Profile to Current (feet)	Anchors if Placed Every 50 feet (number)
б	16.7	5.1	10.00	4.0	1,429	30
8	12.5	3.8	7.50	5.4	1,071	22
10	10.0	3.1	6.00	6.7	857	18
12	8.3	2.5	5.00	8.0	714	15
14	7.1	2.2	4.29	9.4	612	13
17	5.9	1.8	3.53	11.4	504	11
20	5.0	1.5	3.00	13.5	429	10
24	4.2	1.3	2.50	16.3	357	8
30	3.3	1.0	2.00	20.5	286	7
40	2.5	0.8	1.50	27.8	214	5
60	1.7	0.5	1.00	44.4	143	4
>86	<u>≤</u> 1.2	<u>&lt;</u> 0.35	<u>&lt;</u> 0.70	90.0	100	3

Table 5.1 Maximum Boom Deflection Angle Based on Current Velocity

#### Guidelines for Boom Deployment Plan (Hansen, 2002)

- A longer length of boom will be used required at a smaller angle with faster currents.
- Boom in high currents forms a J shape catenary allowing oil to entrain under it where the minimum deflection angle is exceeded. To reduce entrainment under boom, use boom deflectors will be used every 50 feet.
- Highly buoyant booms will be used.
- In currents above 2 knots, use 12 inch draft boom if no waves. In currents below 2 knots, use shallow 6 inch draft boom to reduce boom drag and mooring line forces.
- Overlap booms to catch oil that passes through under the downstream portion of the J.
- Use anchors along the length of the boom to keep the boom straight and distribute mooring forces.
- Use short (50 foot) boom sections to maintain angle, minimize deformation to the extent possible.
- Employ boom deflectors to keep boom angled into current and straight.
- Arrange a chevron deflection mode to move oil to both sides of a channel.

- Place two parallel booms at the desired deflection angle which will tend to capture more oil in a calmer area.
- Boom must be streamline to prevent surface vortices that could entrain oil.
- Utilize a V-shaped boom to increase containment at higher currents and concentrate oil thickness for more efficient removal in apex.
- Use submergence plane boom.
- Protect inlets on flood tides and trap oil on ebb tide, deploy deflection boom in opposite direction on tidal changes.

The planned boom configuration is an open chevron using 6,600 ft of boom that will permit boat traffic and deflect oil to collection areas on both sides of East Pass (Figure 5.1). A second chevron will be installed at the north end of East Pass (Figure 5.2). The booms are anchored in water and connected to via pulley to onshore anchors. The ropes attaching the booms to the onshore anchors will be above the surface water level. Mariners must be informed of the potential hazard of running into the ropes and booms. The booms will require hazard lights at night. Additionally, marine patrol will be employed at night to escort boaters through the chevron and provide immediate assistance if an incident occurs.

The effectiveness of the booms will be increased if the chevron remained closed. Waves and current speeds will greatly impact the deflection capabilities of the booms. To ensure the proper configuration and equipment is used and prevent additional cleanup required due to boom failure the LOCAL INCIDENT COMMANDER will need to analyze hydrodynamic data daily and calculate the forces acting on the booms.



Figure 5.1 Boom Deployment Configuration in East Pass

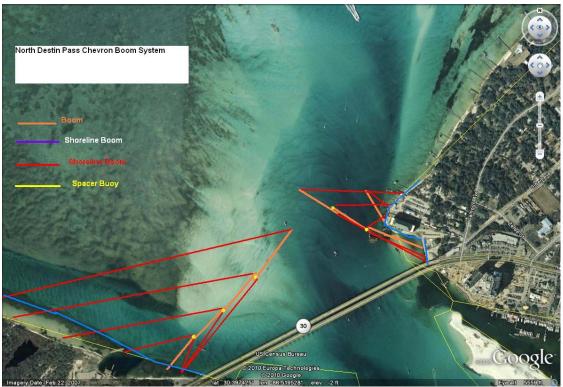


Figure 5.2 Boom Configuration at north end of East Pass

## **5.2 Collection Areas**

Skimmers used in East Pass must be capable of handling high speed currents. Skimmers with power packs will be able to be carried by 2 people. Self adjusting weirs, olephilic skimmers, floating head vacuum hoses will be used to reduce amount of water collected with oil. Inside the collection areas, generators will be used to power a pulley system of rope mops. A pump will be needed for the weir skimmer and to pump to storage containers. Portable floating, land based bladders, and a mini barge will be used for storage near West Jetty Beach. Tank trucks access from Norriega Point. Monitoring daily hydrodynamic conditions will be essential, as most skimmers lose throughput efficiency at 3 knots and as wave height increases (Coe, 1999). The LOCAL INCIDENT COMMANDER will adapt the plan by changing the type and configuration of skimmers if efficiency is lost due to hydrodynamics.

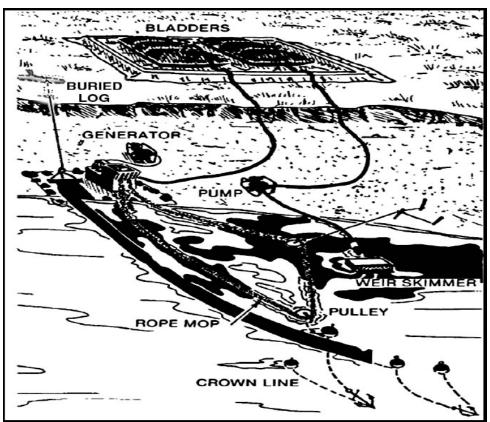


Figure 5.2 Collection area setup (Spiltec, 2008).

### **5.3 Boat Traffic**

The need for boat traffic will determine whether the chevron boom configuration remains open or closed. If the chevron remains open, a harbor skimmer, equivalent to a Heavy Duty SeaVac Delta Skimmer System, will be used to recover oil entering the open section of the chevron. A no wake zone will be enforced near all booms and in East Pass.

### **6.0 Inland Waterways**

If oil is escaping past the booms in East Pass, boom deployment is proposed for environmentally sensitive areas within Choctawatchee Bay (Appendix). Protecting environmentally sensitive areas is a high priority. Okaloosa County is home to valuable habitats such as Fred Gannon State Park in Rocky Bayou, which is a State Aquatic Preserve with Class II Protected Waters. Environmental Sensitivity Index maps identify that over 17 species of birds, 2 species of reptiles and 5 species of shellfish are present in the county.

Onshore cleanup strategies were discussed in Section 4.0. In addition, horizontal water and air jets will be employed in low flow areas to divert the surface slick to collection areas. Any contaminated vegetation will be removed.

### 7.0 Submerged Oil

The approaching oil will be in the form of tar balls and patches. The weathered oil is less buoyant and will tend to fall out of suspension in low flow areas. Also, oil contaminated sediments may be eroded from the beach If oil deposits are not removed, sheens will continue to appear when the deposits below are disturbed. Hydrodynamic and sediment transport modeling will aid in locating these deposits. Oil deposits will be excavated or vacuumed from the inland waterways and nearshore areas.

#### **8.0 Treatment and Disposal**

All recovered oil, oil in water emulsions, and oil contaminated materials will be handled, treated or disposed of according to state and federal regulations. Disposal of recovered waste and oily waste will only occur after all options for treatment and recycling have been exhausted. Oily waste will be temporarily stored separately by type to allow time to set up the logistics of the transport and disposal route. Temporary storage sites include offshore barges, mini-barges, floating and land-based bladders, frac tank, roll- off tanks, tanker trucks and potentially lined basins. A detailed disposal plan will be completed before the capacity for oil storage is met.

#### **9.0 Daily Operations**

The success of this action plan depends on its ability to adapt to changing conditions and continuously improve the strategies implemented. The LOCAL INCIDENT COMMANDER will review overflights and hydrodynamic model results twice daily to identify current paths and natural collection sites. Data from SCAT and boom inspections will be compiled into the database. The LOCAL INCIDENT COMMANDER will communicate with the agencies and adjacent coastal counties to learn of their successes and failures in strategy. Then, the LOCAL INCIDENT COMMANDER will modify and implement the cleanup strategy for that day. Field inspections by the LOCAL INCIDENT COMMANDER will help to identify potential problems before they occur saving further cost and damage. A budget of the fate of the approaching oil will be kept for resource management and to keep track of submerged oil.

Coastal Planning & Engineering (CPE) will review the tide and current data daily and provide the recommended boom deflection angles to H20/ OSRO Emergency Response and other contractors required. CPE will collect sand samples as necessary. CPE will identify areas of concern for submerged oil using transport model results. CPE will provide modeling, GIS, sampling and inspection support to the EOC during the spill.

### **10.0 Equipment Availability & Alternative Actions**

Due to the extensive area that will be impacted by this spill, equipment is scarce. As a result, equipment and materials specified in this action plan may need to be substituted with readily available materials. These materials will be evaluated on a case by case basis if necessary and

will only be implemented if found to be successful in other areas. Examples of potential alternatives include utilizing hay as an adsorbent in the nearshore areas, building a berm along the seaward edge of the dry beach to restrict the oil's access to the beach, using silt curtains along the beach to block oil from reaching the shore, the installation of Hesco baskets to on berm to remove oil from water, using chemical dispersants and absorbents, or using alternative types of booms for deflection, containment and absorption.

#### **Website**

An online database accessible via website will be implemented to provide up to date information regarding the methods being employed in adjacent communities, their effectiveness, what equipment is currently available from individual manufacturers and suppliers, and SCAT data in GIS format. This website will help to ensure Okaloosa County is using the best methodology possible in response and cleanup possible, can easily make equipment or method substitutions, and track the progress of cleanup. A website will be essential for scheduling and coordination if remediation equipment is shared between counties.

### **11.0 Cost Estimate**

A cost estimate was conceived for the first 30 days of operation (Table 11.1). Disposal fees were not included in the cost estimate.

Table 1. Cost l	Estimate for 30 days of Response

	2			Unit		Cost/ 30
	Item Description	Qty	Unit	Price	Cost/ day	days
Offshore	Barges (12,000 bbl storage)	2	\$/day	5000	\$10,000	\$300,000
	Tugboat for use with barges	1	\$/day	1000	\$1,000	\$30,000
	Tanker for recovered emulsion and water (500,000	1	¢/1	10000	¢10.000	¢200.000
	bbl storage)	1	\$/day	10000	\$10,000	\$300,000
	Skimming Boat (self-propelled with built in skimmers)	1	\$/day	3000	\$3,000	\$90,000
	Offshore Workboats for boom towing	6	\$/day	505	\$3,030	\$90,900
	Mini-barges (250 bbl capacity)	4	\$/day	805	\$3,220	\$96,600
	Large brush skimmer (over the side conveyor belt 5 brush system, 200 m <sup>3</sup> /hr)	4	\$/day	2000	\$8,000	\$240,000
	Vertical Rope Mops (over the side skimmers, 80 m <sup>3</sup> /hr)	2	\$/day	200	\$400	\$12,000
	Built in Brush Skimmers (part of skimming boat, 82 m <sup>3</sup> /hr)	2	\$/day	500	\$1,000	\$30,000
	Mini-brush skimmers (14 m <sup>3</sup> /hr)	2	\$/day	200	\$400	\$12,000
	Offshore Boom (200 m each)	4	\$/200 m	6600	\$26,400	\$26,400
	Deflection or Containment Booms (500 ft each)	3	\$/500 ft	1000	\$3,000	\$3,000
	Towable bladders (300 bbl each)	4	\$/day	50	\$200	\$6,000
	Crew of responders	40	\$/day	800	\$32,000	\$960,000
	Subtotal				\$101,650	\$2,196,900

				Unit		Cost/ 30
	Item Description	Qty	Unit	Price	Cost/ day	days
Nearshore	Mini-barges (250 bbl capacity)	2	\$/day	805	\$1,610	\$48,300
	Workboats	6	\$/day	505	\$3,030	\$90,900
	Deflection Booms (100 ft)	10	\$/day	200	\$2,000	\$60,000
	Anchors (25 lb)	6	\$/unit	85	\$510	\$510
	Shore-based Oleophilic Drum Skimmers	3	\$/unit	2255	\$6,765	\$6,765
	Crew of responders	30	\$/day	800	\$24,000	\$720,000
	Subtotal				\$37,915	\$926,475
Onshore	Snares	1000	\$/unit	65	\$65,000	\$65,000
	Pom pom adsorbents (30 units)	1000	LS	239	\$239,000	\$239,000
	Beach Tech Beach Cleaner				\$0	\$0
	Beach Sealing Booms (100 ft)	20	\$/day	800	\$16,000	\$16,000
	Front End Loader	2	\$/day	150	\$300	\$9,000
	Shore-based Oleophilic Drum Skimmers	2	\$/day	800	\$1,600	\$48,000
	Crew of responders	20	\$/day	800	\$16,000	\$480,000
	Subtotal				\$337,900	\$857,000

## Table 1 Continued. Cost Estimate for 30 days of Response

				Unit		Cost/ 30
	Item Description	Qty	Unit	Price	Cost/ day	days
East Pass	Deflection/ Containment Booms	6600	\$/day/ft	1.65	\$16,500	\$495,000
	Generators (50 hp)	2	\$/day	100	\$200	\$6,000
	Snares (30 units on 50 ft rope)	100	LS	65	\$6,500	\$195,000
	Pump, 4"	2	\$/day	105	\$210	\$6,300
	Weir skimmer	2	\$/day	605	\$1,210	\$36,300
	Oleophilic Drum Skimmer	4	\$/day	2250	\$9,000	\$270,000
	Mini-barge	1	\$/day	805	\$805	\$24,150
	Floating bladder	1	\$/day	25	\$25	\$750
	Land based bladder, 10,000 gal (\$12,540/unit to own)	2	\$/unit	75	\$150	\$4,500
	Storage tank, 500 gal	1	\$/day	35	\$35	\$1,050
	Frac tank, 10,000 gal	1	\$/day	35	\$35	\$1,050
	Subtotal				\$34,670	\$1,040,100
Inland						
Waterways	Containment Boom	25,000	\$/ft/day	2	\$50,000	\$1,500,000
	Air Jet System	1	LS	1000	\$1,000	\$1,000
	Shore- based Cleanup (based on Onshore estimate)	1	LS		\$578,380	\$857,000
	Subtotal				\$388,900	\$2,358,000

# Table 1 Continued. Cost Estimate for 30 days of Response

				Unit		Cost/ 30
	Item Description	Qty	Unit	Price	Cost/ day	days
Sand						
Treatment	Purchase mobile unit	1	\$/mth	50000	\$50,000	\$50,000
Water Treatment		150	\$/ kgal	2	\$300	\$9,000
Disposal		27	\$/CY	400	\$10,800	\$324,000
	Subtotal				\$61,100	\$383,000
Personnel	Local Incident Commander	1	\$/day	175	\$2,100	\$63,000
	Hydrodynamic and Transport Model Runs	2	\$/run	300	\$600	\$18,000
	GIS/ Website Data Entry	1	\$/day	400	\$400	\$12,000
	Shoreline Cleanup Assessment Team	3	\$/day	240	\$720	\$21,600
	Office Support	1	\$/day	200	\$200	\$6,000
	Subtotal				\$4,020	\$120,600

Total Cost for 30 days + 20% contingency (not	\$6,466,890
incl. inland waterways)	

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Appendix Boom Deployment Strategy in Inland Waterways

## Choctawhatchee Bay Area

Liza Jackson Park Inlet:

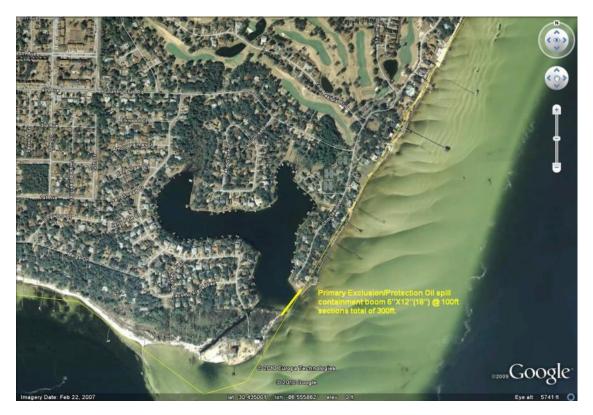


Longitude: N 30.24'20 N

Latitude: W 86.38'16 W

Boom Required. 70 ft anchored on each side.

Lake Lorraine



Longitude: N 30.25'53.93 N

Latitude: W 86.33"23.36 W

Boom Required. 300 ft anchored on each side.

## Marler Bayou

Calhoun Ave @ Sibert Ave



Longitude: N 30.24"27.65 N

Latitude: W 86.30"10.68 W

Boom Required. 300 ft anchored on each side

## USA Recreational Facility

#### Destin FL



Longitude: N 30.24"37.86 N

Latitude: W 86.30"01.21 W

Boom Required. 100 ft anchored on each side

## Joe's Bayou

#### Peacock's Point Dr, Destin FL



Longitude: N 30.24"27.65 N

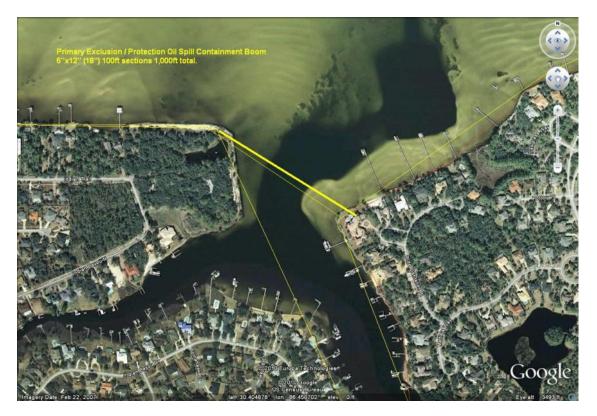
Latitude: W 86.30"10.68 W

Boom Required. 2000 ft anchored on each side

Indian Bayou

Indian Trail Dr

Destin FL



Longitude: N 30.24"22.85 N

Latitude: W 86.27"08.45 W

Boom Required. 1000 ft anchored on each side

Jones Bayou

Stillwater Cove

Destin FLFl



Longitude: N 30.24"30.60 N

Latitude: W 86.26"28.36 W

Boom Required. 600-700 ft anchored on each side

## Bear Creek Marina

Eglin AFB



Longitude: N 30.27"22.80 N

Latitude: W 86.31"49.76 W

Boom Required. 150 ft anchored on each side

Bens Lake Fuel Dock & Marina

Eglin AFB



Longitude: N 30.27"19.96 N

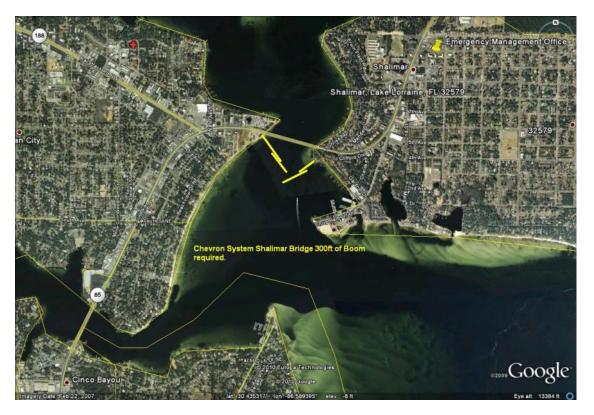
Latitude: W 86.32"40.70 W

Boom Required. 2000 ft anchored on each side for encapsulation of docks only or if total exclusion is used at the entrance only requires 200 ft of boom.

#### Shalimar Bridge

#### Eglin Pkwy

Shalimar



This system comprises an open chevron boom strategy for use with commercial traffic and pleasure boats. This prevents blowout of the boom structure due to tide change and current. The system is anchored with 22 lb danforth anchors and ½" chain. If possible, the system will also utilize fuel resistant buoys with the proper towing connectors. This will take care of the entire area north of the Bridge and skimmers will be able to pick up what collects on the sides of the booms.

Longitude: N 30.26'25

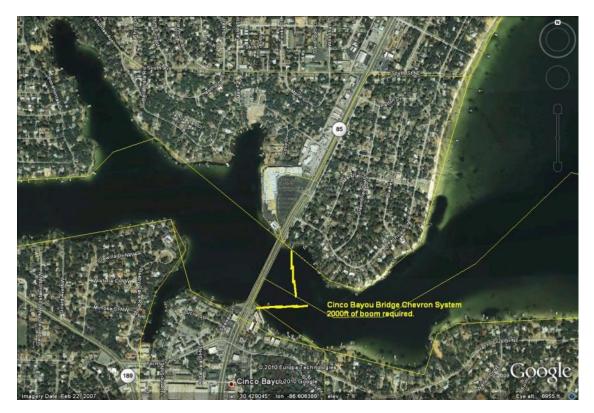
Latitude: W 86.35'31

Boom Required. 2000 ft for chevron system total

Cinco Bayou

Eglin Pkwy

Cinco Bayou



Longitude: N 30.26'25

Latitude: W 86.35'31

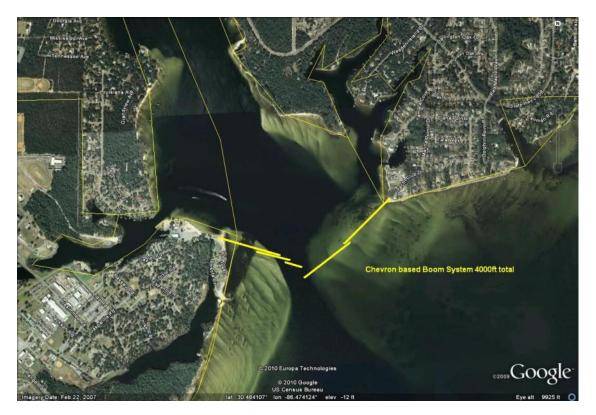
Boom Required. 2000 ft for chevron system total

This system comprises an open chevron boom strategy for use with commercial traffic and pleasure boats. This prevents blowout of the boom structure due to tide change and current. The system is anchored with 22 lb danforth anchors and  $\frac{1}{2}$ " chain. The system should also utilize fuel resistant buoys with the proper towing connectors. This will take care of the entire area north of the Bridge and skimmers will be able to pick up what collects on the sides of the booms.

Boggy Bayou

Bayshore Dr

Niceville FL



Longitude: N 30.29'03

Latitude: W 86.28'27

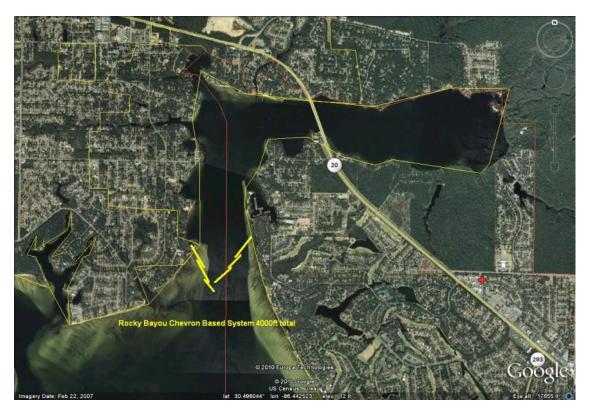
Boom Required. 5000 ft for chevron system total

This system comprises an open chevron boom strategy for use with commercial traffic and pleasure boats. This prevents blowout of the boom structure due to tide change and current. The system is anchored with 22 lb danforth anchors and  $\frac{1}{2}$ " chain. The system should also utilize fuel resistant buoys with the proper towing connectors. This will take care of the entire area north of the Bridge and skimmers will be able to pick up what collects on the sides of the booms.

Rocky Bayou

Bayshore Dr

Niceville FL



Longitude: N 30.29'29

Latitude: W 86.27'03

Boom Required. 4000 ft for chevron system total

This system comprises an open chevron boom strategy for use with commercial traffic and pleasure boats. This prevents blowout of the boom structure due to tide change and current. The system is anchored with 22 lb danforth anchors and  $\frac{1}{2}$ " chain. The system should also utilize fuel resistant buoys with the proper towing connectors. This will take care of the entire area north of the Bridge and skimmers will be able to pick up what collects on the sides of the booms. Bluewater Bay Marina which is located adjacent to Rocky Bayou could be recruited as a staging area and use of their assets in this effort.

## Hurlbert Field Wetland Area

## Wetlands Area



Lat 30 24.58 N

Long 86 41.01 W

## Inter Coastal Lake Area

## Wetlands Area



Lat 30 24.18 N

Long 86 39.79 W

## Lake Pippin



100ft Boom. Lat 30 27.41 N Long 86 24.65 W

## ATTACHMENT A

## BOOM REQUIREMENTS

Boom No.	Segment	Boom Type(s)* & Models	Boom Length (ft)	Start Coordinates	End Coordinates	Anchor Spacing (ft)	Anchor Type & Weight	Manufacturer	Comments	24-Hour Standby Required
	A	18" Weldmaster, Hard, Flotation	320	30° 25' 30.94" N 86° 36' 29.84" W	30° 25' 30.97" N 86° 36' 26.22" W	60	60 lb. Danforth	Miller Weldmaster Corporation		
	В	18" Weldmaster, Hard, Flotation	280	30° 25' 30.70" N 86° 36' 27.39" W	30° 25' 30.82" N 86° 36' 24.19" W	60	60 lb. Danforth	Miller Weldmaster Corporation		
T-1 Cinco	С	18" Weldmaster, Hard, Flotation	310	30° 25' 30.31" N 86° 36' 25.69" W	30° 25' 30.58" N 86° 36' 22.13" W	60	60 lb. Danforth	Miller Weldmaster Corporation		
Bayou	D	18" Weldmaster, Hard, Flotation	500	30° 25' 39.18" N 86° 36' 23.95" W	30° 25' 34.28" N 86° 36' 23.95" W	60	60 lb. Danforth	Miller Weldmaster Corporation		
	E	18" Weldmaster, Hard, Flotation	440	30° 25' 37.15" N 86° 36' 23.69" W	30° 25' 32.76" N 86° 36' 23.54" W	60	60 lb. Danforth	Miller Weldmaster Corporation		
	F	18" Weldmaster, Hard, Flotation	310	30° 25' 34.46" N 86° 36' 23.12" W	30° 25' 31.36" N 86° 36' 23.12" W	60	60 lb. Danforth	Miller Weldmaster Corporation		

## BOOM REQUIREMENTS TABLE - OKALOOSA

Boom No.	Segment	Boom Type(s)* & Models	Boom Length (ft)	Start Coordinates	End Coordinates	Anchor Spacing (ft)	Anchor Type & Weight	Manufacturer	Comments	24-Hour Standby Required
	A	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	910	30° 26' 26.56" N 86° 35' 31.92" W	30° 26' 18.71" N 86° 35' 26.87" W	40	60 lb. Danforth	Slickbar		
T-2 Garnier	В	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	770	30° 26' 21.35" N 86° 35' 30.16" W	30° 26' 14.86" N 86° 35' 25.67" W	40	60 lb. Danforth	Slickbar		
Bayou	С	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	770	30° 26' 19.27" N 86° 35' 13.96" W	30° 26' 15.18" N 86° 35' 21.34" W	40	60 lb. Danforth	Slickbar		
	D	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	790	30° 26' 15.34" N 86° 35' 18.13" W	30° 26' 11.57" N 86° 35' 26.07" W	40	60 lb. Danforth	Slickbar		
T-3 Lake Lorraine		18" Weldmaster, Hard, Flotation	280	30° 25' 53.90" N 86° 33' 22.60" W	30° 25' 56.01" N 86° 33' 20.55" W	100	35 lb. Danforth	Miller Weldmaster Corporation		
T-4 Ben's Lake		18" Weldmaster, Hard, Flotation	100	30° 27' 8.46" N 86° 32' 26.84" W	30° 27' 9.09" N 86° 32' 25.97" W	100	35 lb. Danforth	Miller Weldmaster Corporation		
T-5 Bears Creek Marina		18" Weldmaster, Hard, Flotation	120	30° 27' 23.12" N 86° 31' 49.47" W	30° 27' 23.00" N 86° 31' 50.83" W	100	35 lb. Danforth	Miller Weldmaster Corporation		

Boom No.	Segment	Boom Type(s)* & Models	Boom Length (ft)	Start Coordinates	End Coordinates	Anchor Spacing (ft)	Anchor Type & Weight	Manufacturer	Comments	24-Hour Standby Required
	A	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	1,120	30° 28' 58.52" N 86° 28' 43.68" W	30° 28' 54.70" N 86° 28' 31.69" W	40	60 lb. Danforth	Slickbar		
	в	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	960	30° 28' 55.87" N 86° 28' 38.22" W	30° 28' 52.74" N 86° 28' 27.82" W	40	60 lb. Danforth	Slickbar		
T-6 Boggy Bayou	С	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	630	30° 28' 52.84" N 86° 28' 31.85" W	30° 28' 50.88" N 86° 28' 25.06" W	40	60 lb. Danforth	Slickbar		
	D	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	1,170	30° 29' 3.70" N 86° 28' 5.57" W	30° 28' 57.19" N 86° 28' 16.58" W	40	60 lb. Danforth	Slickbar		
	E	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	1,380	30° 28' 57.88" N 86° 28' 14.03" W	30° 28' 49.18" N 86° 28' 26.12" W	40	60 lb. Danforth	Slickbar		
T-7 Jones Bayou		18" Weldmaster, Hard, Flotation	580	30° 24' 32.83" N 86° 26' 22.46" W	30° 24' 30.58" N 86° 26' 28.56" W	100	35 lb. Danforth	Miller Weldmaster Corporation		
T-8 Indian Bayou		18" Weldmaster, Hard, Flotation	1,080	30° 24' 17.61" N 86° 26' 57.88" W	30° 24' 23.33" N 86° 27' 8.25" W	100	35 lb. Danforth	Miller Weldmaster Corporation		
T-9 Joe's Bayou		18" Weldmaster, Hard, Flotation	1,770	30° 24' 55.03" N 86° 29' 20.61" W	30° 24' 46.89" N 86° 29' 38.54" W	50	35 lb. Danforth	Miller Weldmaster Corporation		
T-10 USA Rec. Facility		18" Weldmaster, Hard, Flotation	60	30° 24' 38.30" N 86° 30' 0.91" W	30° 24' 37.81" N 86° 30' 1.38" W	Ends	20 lb. Danforth	Miller Weldmaster Corporation		
T-11 Marler Bayou		18" Weldmaster, Hard, Flotation	290	30° 24' 29.46" N 86° 30' 8.29" W	30° 24' 27.68" N 86° 30' 10.81" W	100	35 lb. Danforth	Miller Weldmaster Corporation		

Boom No.	Segment	Boom Type(s)* & Models	Boom Length (ft)	Start Coordinates	End Coordinates	Anchor Spacing (ft)	Anchor Type & Weight	Manufacturer	Comments	24-Hour Standby Required
T-12 Destin Harbor		18" Weldmaster, Hard, Flotation	330	30° 23' 40.40" N 86° 30' 46.96" W	30° 23' 37.15" N 86° 30' 47.14" W	40	60 lb. Danforth	Miller Weldmaster Corporation		
	А		1,530	30° 23' 35.72" N 86° 30' 47.10" W	30° 23' 20.63" N 86° 30' 47.92" W	30	90 lb. Danforth in			
T-13	В	Gunderboom, flotation, 30"	890	30° 23' 26.40" N 86° 30' 59.41" W	30° 23' 23.95" N 86° 30' 49.60" W	30	pairs, 50' of 3/8" chain and 100' of	Cure de rhee ere		
East Pass	С	Freeboard, 33" Draft	1,870	30° 23' 29.05" N 86° 31' 18.60" W	30° 23' 37.65" N 86° 30' 59.70" W	30	34" braided nylon with	Gunderboom		
	D		1,290	30° 23' 12.73" N 86° 30' 33.98" W	30° 23' 3.62" N 86° 30' 23.72" W	30	thimbles and shackles			
T-14 Pippin Lake		18" Weldmaster, Hard, Flotation	80	30° 27' 22.23" N 86° 24' 37.80" W	30° 27' 22.41" N 86° 24' 37.02" W	100	35 lb. Danforth	Miller Weldmaster Corporation		
T-15 The	A	18" Weldmaster, Hard, Flotation	820	30° 24' 7.55" N 86° 36' 27.24" W	30° 24' 1.80" N 86° 36' 20.60" W	40	35 lb. Danforth	Miller Weldmaster Corporation		
Narrows	В	18" Weldmaster, Hard, Flotation	1,120	30° 23' 56.80" N 86° 36' 28.35" W	30° 24' 1.47" N 86° 36' 16.77" W	40	35 lb. Danforth	Miller Weldmaster Corporation		
T-16	A	18" Weldmaster, Hard, Flotation	970	30° 24' 0.30" N 86° 45' 18.88" W	30° 24' 3.22" N 86° 45' 8.30" W	40	35 lb. Danforth	Miller Weldmaster Corporation		
East End	В	18" Weldmaster, Hard, Flotation	1,440	30° 24' 11.27" N 86° 45' 10.52" W	30° 24' 3.14" N 86° 44' 57.03" W	40	35 lb. Danforth	Miller Weldmaster Corporation		

Boom No.	Segment	Boom Type(s)* & Models	Boom Length (ft)	Start Coordinates	End Coordinates	Anchor Spacing (ft)	Anchor Type & Weight	Manufacturer	Comments	24-Hour Standby Required
	A	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	690	30° 29' 31.57" N 86° 27' 14.01" W	30° 29' 26.22" N 86° 27' 9.07" W	40	60 lb. Danforth	Slickbar		
	в	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	700	30° 29' 28.76" N 86° 27' 12.47" W	30° 29' 23.35" N 86° 27' 7.48" W	40	60 lb. Danforth	Slickbar		
T-17 Rocky	С	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	460	30° 29' 24.41" N 86° 27' 9.60" W	30° 29' 21.07" N 86° 27' 6.10" W	40	60 lb. Danforth	Slickbar		
Bayou	D	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	850	30° 29' 36.03" N 86° 26' 49.66" W	30° 29' 30.62" N 86° 26' 57.03" W	40	60 lb. Danforth	Slickbar		
	E	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	740	30° 29' 32.26" N 86° 26' 53.53" W	30° 29' 27.86" N 86° 27' 0.22" W	40	60 lb. Danforth	Slickbar		
	F	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	820	30° 29' 28.44" N 86° 26' 57.88" W	30° 29' 23.93" N 86° 27' 5.68" W	40	60 lb. Danforth	Slickbar		

Boom No.	Segment	Boom Type(s)* & Models	Boom Length (ft)	Start Coordinates	End Coordinates	Anchor Spacing (ft)	Anchor Type & Weight	Manufacturer	Comments	24-Hour Standby Required
	A	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	830	30° 23' 32.09" N 86° 30' 46.68" W	30° 23' 32.09" N 86° 30' 46.68" W	40	60 lb. Danforth	Slickbar		
T-18	В	Slickbar SL24, Hard Flotation, Freeboard 10.3" and Draft 13.8"	830	30° 23' 29.98" N 86° 30' 42.96" W	30° 23' 29.98" N 86° 30' 42.96" W	40	60 lb. Danforth	Slickbar		
Destin Beach	С	Gunderboom, flotation, 30" Freeboard, 33" Draft	1,510	30° 23' 27.38" N 86° 30' 39.93" W	30° 23' 27.38" N 86° 30' 39.93" W	30	90 lb. Danforth in pairs, 50' of 3/8" chain and 100' of 3/4" braided nylon with thimbles and shackles	Gunderboom		
T-19 Weekly Bayou		Pom Pom	220	30° 29' 01.32"N 86° 29' 00.73"W	30° 28' 59.23"N 86° 28' 59.99"W	Ends	NA	Typical Polypropylene		
T-20 Tom's Bayou		Pom Pom	490	30° 30' 03.76"N 86° 29' 25.63"W	30° 29' 59.26"N 86° 29' 23.48"W	Ends	NA	Typical Polypropylene		
T-21 Shirk	А	Pom Pom	680	30° 29' 18.37"N 86° 28' 15.66"W	30° 29' 16.41"N 86° 28' 08.26"W	Ends	NA	Typical		
Bayou	В	Pom Pom	50	30° 29' 12.14"N 86° 28' 05.91"W	30° 29' 11.63"N 86° 28' 05.85"W	Enus	INA	Polypropylene		
T-22 Sarah Ann Bayou		Pom Pom	180	30° 30' 17.06"N 86° 27' 19.84"W	30° 30' 15.43"N 86° 27' 20.52"W	Ends	NA	Typical Polypropylene		
T-23 Don's Bayou		Pom Pom	350	30° 26' 59.83"N 86° 36' 19.62"W	30° 27' 02.29"N 86° 36' 16.85"W	Ends	NA	Typical Polypropylene		
T-24 Vista Bayou		Pom Pom	330	30° 27' 36.65"N 86° 36' 02.81"W	30° 27' 37.56"N 86° 35' 59.25"W	Ends	NA	Typical Polypropylene		

Boom No.	Segment	Boom Type(s)* & Models	Boom Length (ft)	Start Coordinates	End Coordinates	Anchor Spacing (ft)	Anchor Type & Weight	Manufacturer	Comments	24-Hour Standby Required
T-25	-	Pom Pom	410	30° 27' 04.43"N 86° 34' 59.37"W	30° 27' 00.79"N 86° 34' 57.42"W	Ends	NA	Typical		
Poquito Bayou	В	Pom Pom	1,080	30°27'14.77"N, 86°35'24.99"W	30°27'15.83"N, 86°35'12.71"W	Ends	NA	Polypropylene		
Т	Total Boom Length (ft)									

#### ALTERNATE BOOM SELECTION PROCEDURE Part 1

**Requirements**:

- Maximum expected wave height for boom placement area (rounded up to nearest 0.5 ft). The wave height is the distance from the wave trough to wave crest, with the centerline of the wave height approximately at the resting water level.
- Maximum expected water flow velocity for boom placement area (rounded up to nearest 0.5 ft/s).
- Minimum expected water depth in boom placement area.

Procedure (Refer to Exhibit II, Part 2 appearing on the following pages):

- 1. In the first column of the table, find the range of wave heights that corresponds to the maximum expected wave height for the boom.
- 2. In the second column of the table, find the range of velocity that corresponds to the maximum expected water flow velocity.

- 3. All booms for the given wave height and flow velocity regime will be shown within the same darkened box. You may select any of the booms shown in the box to fit the minimum criteria, or move down to another box to select a greater boom.
- 4. Select a boom with a minimum water depth (shown in column 5) that is equal or less than the expected minimum water depth where the boom will be placed. The minimum water depth is equal to the draft of the boom.
- 5. If the booms within the selected box are unavailable, a comparable boom must be selected that is commensurate with the size, strength and quality of the booms in the box, and the specifications for this boom must be submitted to the Department for engineering approval.

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### EXHIBIT II

### ALTERNATE BOOM TYPES Part 2

Wave Height (ft)	Current (ft/sec)	Max Wave Height (ft)	Max Current Velocity (ft/sec)	Min Depth (ft)	Manufacturer	Model Number	Freeboard (inches)	Draft (inches)	Tensile Strength (lb)	Туре	Boom Material
		0.17	0.5	1.0	Versatech	GP.100	5.0	12.0		Flotation	Hard
		0.33	0.5	1.0	ABASCO	Beta 1A	6.0	12.0	5,000	Flotation	Hard
		0.33	0.5	1.0	ABASCO	NEO 3	6.0	12.0	5,000	Inflatable	Hard
0.0-0.5	0.5-1.0	0.33	0.5	1.0	Enviro-USA	Protected Marina	6.0	12.0	5,200	Flotation	Hard
		0.33	0.7	0.7	Ro-Clean Desmi	Globe Boom LWU	6.0	8.0	7,000	Flotation	Hard
		0.33	0.7	1.0	Ro-Clean Desmi	Globe Boom PA	6.0	12.0	7,000	Flotation	Hard
		0.33	0.9	1.0	Ro-Clean Desmi	Globe Boom LWU	6.0	12.0	9,000	Flotation	Hard
		0.33	1.0	0.7	Texas Boom	TXB-12	6.0	8.0	10,000	Flotation	Hard
		0.33	1.0	0.8	Elastec American Marine	EconoMax	6.0	10.0		Flotation	Hard
		0.33	1.0	0.9	Elastec American Marine	MaxiMax	6.0	11.0		Flotation	Hard
		0.33	1.0	0.9	Elastec American Marine	MiniMax	6.0	11.0		Flotation	Hard
0.0-0.5	1.0-1.5	0.33	1.0	1.0	Elastec American Marine	Simplex	6.0	12.0		Flotation	Hard
		0.33	1.0	0.5	Canadyne	Contractor Boom	6.0	6.0		Flotation	Hard
		0.33	1.0	1.0	Canadyne	Contractor Boom	6.0	12.0		Flotation	Hard
		0.33	1.2	1.0	ABBCO	Mark I	6.0	12.0	12,400	Flotation	Hard
		0.33	1.4	0.5	ABBCO	Mark IA	6.0	6.0	14,400	Flotation	Hard
		0.33	1.5	1.0	ABASCO	Beta 1B	6.0	12.0	15,000	Flotation	Hard
		0.33	1.5	1.0	ABASCO	NEO 4	6.0	12.0	15,000	Inflatable	Hard
		0.33	1.8	1.0	ABASCO	Beta 1C	6.0	12.0	17,500	Flotation	Hard
0.0-0.5	1.5-2.0	0.33	1.8	1.5	ABASCO	Gamma 1A	6.0	18.0	17,500	Flotation	Hard
0.0-0.5	1.5-2.0	0.33	1.8	1.5	ABASCO	NEO 5	6.0	18.0	17,500	Inflatable	Hard
		0.33	1.5	1.0	Ro-Clean Desmi	Contractor's Special	6.0	12.0	15,000	Flotation	Hard
		0.33	1.7	1.0	Enviro-USA	Protected Port	6.0	12.0	17,400	Flotation	Hard
		0.33	1.7	0.5	Enviro-USA	Rough River	6.0	6.0	17,400	Flotation	Hard
		0.33	2.2	1.0	Texas Boom	TXB-18	6.0	12.0	22,000	Flotation	Hard
0.0-0.5	2.0-2.5	0.33	2.2	0.7	Ro-Clean Desmi	Globe Boom ED	6.0	8.0	22,400	Flotation	Hard
0.0-0.5	2.0-2.3	0.33	2.4	0.8	Ro-Clean Desmi	Globe Boom UHW	6.0	10.0	24,000	Flotation	Hard
		0.33	2.4	0.8	Ro-Clean Desmi	Globe Boom I	6.0	10.0	24,000	Flotation	Hard

Wave Height (ft)	Current (ft/sec)	Max Wave Height (ft)	Max Current Velocity (ft/sec)	Min Depth (ft)	Manufacturer	Model Number	Freeboard (inches)	Draft (inches)	Tensile Strength (lb)	Туре	Boom Material
0.0-0.5	2.5-3.0	0.33	2.9	1.0	Ro-Clean Desmi	Globe Boom ED	6.0	12.0	28,800	Flotation	Hard
0.5-1.0	0.5-1.0	0.67	0.9	1.3	Ro-Clean Desmi	Globe Boom PA	8.0	16.0	9,000	Flotation	Hard
		0.50	1.9	1.0	ABBCO	Mark II	7.0	12.0	18,500	Flotation	Hard
0.5-1.0	1.0-1.5	0.67	1.0	1.3	Canadyne	Airboom SC	8.0	16.0		Inflatable	Hard
0.5-1.0	1.0-1.5	0.67	1.0	1.0	Canadyne	Contractor Boom	8.0	12.0		Flotation	Hard
		0.67	1.2	1.3	Ro-Clean Desmi	Globe Boom LWU	8.0	16.0	12,000	Flotation	Hard
		0.50	1.5	0.5	Elastec American Marine	OptiMax I	7.0	6.0		Flotation	Hard
		0.50	1.5	0.9	Elastec American Marine	SkorBoom	7.0	11.0			
0.5-1.0	1.5-2.0	0.50	1.5	0.9	Elastec American Marine	SkorBoom II	7.0	11.0			
		0.67	1.7	1.3	Enviro-USA	Unprotected Port	8.0	16.0	17,400	Flotation	Hard
		0.67	1.8	1.3	Ro-Clean Desmi	Contractor's Special	8.0	16.0	18,000	Flotation	Hard
		0.67	2.0	0.5	Elastec American Marine	OptiMax II	8.0	6.0		Flotation	Hard
		0.67	2.0	0.7	Versatech	SH.100	8.0	8.0		Inflatable	Hard
		0.67	2.0	0.8	Elastec American Marine	PermaFence	8.0	10.0		Flotation	Hard
		0.67	2.0	0.8	Versatech	ZB.100	8.0	10.0		Inflatable	Hard
0.5-1.0	2.0-2.5	0.67	2.0	1.2	Elastec American Marine	AirMax River	8.0	14.0		Inflatable	Hard
0.5-1.0	2.0-2.5	0.67	2.0	1.3	Texas Boom	RTXB-24	8.0	16.0		Flotation	Hard
		0.67	2.1	1.3	ABASCO	Gamma 1B	8.0	16.0	20,500	Flotation	Hard
		0.67	2.1	1.3	ABASCO	NEO 6	8.0	16.0	20,500	Inflatable	Hard
		0.50	2.3	0.5	ABBCO	Mark IIA	7.0	6.0	22,500	Flotation	Hard
		0.83	2.3	1.5	ABBCO	Mark IIB	9.0	18.0	22,500	Flotation	Hard
		0.67	2.5	1.2	Texas Boom	TXB-22-TTC	8.0	14.0	25,000	Flotation	Hard
0.5-1.0	2.5-3.0	0.67	2.8	1.0	Texas Boom	TXB-18-TTC	8.0	12.0	28,000	Flotation	Hard
0.3-1.0	2.3-5.0	0.67	2.8	1.0	Texas Boom	TXB-20-TTC	8.0	12.0	28,000	Flotation	Hard
		0.67	2.7	0.8	ABBCO	Hardboom 1	8.0	10.0	27,000	Flotation	Hard
		0.65	4.5	1.0	Slickbar	FOB-500	7.9	11.8	44,750	Flotation	Hard
		0.67	3.2	1.3	Texas Boom	TXB-24-TTC	8.0	16.0	32,000	Flotation	Hard
		0.68	3.1	1.3	Slickbar	SFB-24	8.1	15.9	31,325	Flotation	Hard
0.5-1.0	3.0+	0.83	3.0	1.4	Texas Boom	RTXB-26	9.0	17.0		Flotation	Hard
		0.83	3.5	1.9	Texas Boom	TXB-32-TTC	9.0	23.0	35,000	Flotation	Hard
		0.84	4.5	0.9	Slickbar	ILB-500	9.1	10.6	44,750	Flotation	Hard
		0.97	4.5	1.6	Slickbar	FOB-750	9.8	19.7	44,750	Flotation	Hard
1.0-1.5	0.5-1.0	1.00	0.9	30.0	Texas Boom	TXB-370	10.0	360.0	9,438	Flotation	Hard

Wave Height (ft)	Current (ft/sec)	Max Wave Height (ft)	Max Current Velocity (ft/sec)	Min Depth (ft)	Manufacturer	Model Number	Freeboard (inches)	Draft (inches)	Tensile Strength (lb)	Туре	Boom Material
		1.33	1.0	1.5	Canadyne	Airboom MP	12.0	18.0		Inflatable	Hard
1.0-1.5	1.0-1.5	1.33	1.0	1.5	Canadyne	Airboom SC	12.0	18.0		Inflatable	Hard
		1.33	1.2	1.0	Ro-Clean Desmi	Globe Boom LWU	12.0	12.0	12,000	Flotation	Hard
1.0-1.5	1.5-2.0	1.00	1.7	1.7	Enviro-USA	Coastline	10.0	20.0	17,400	Flotation	Hard
1.0-1.5	1.3-2.0	1.33	1.5	1.0	Ro-Clean Desmi	Globe Boom PA	12.0	12.0	15,000	Flotation	Hard
1.0-1.5	2.0-2.5	1.00	2.1	1.7	ABASCO	NEO 7	10.0	20.0	20,500	Inflatable	Hard
1.0-1.5	2.0-2.5	1.33	2.0	2.0	Enviro-USA	Offshore	12.0	24.0	20,400	Flotation	Hard
		1.33	2.5	2.0	Versatech	IB.100	12.0	24.0		Flotation	Hard
1.0-1.5	2.5-3.0	1.33	2.8	2.0	ABASCO	Air Boom S	12.0	24.0	28,000	Inflatable	Hard
1.0-1.5	2.3-3.0	1.33	2.9	2.0	ABASCO	NEO 8	12.0	24.0	28,800	Inflatable	Hard
		1.33	2.5	2.0	Ro-Clean Desmi	Contractor's Special	12.0	24.0	25,000	Flotation	Hard
		1.00	3.5	0.8	ABASCO	Shoreline Barrier	10.0	10.0		Inflatable	Hard
		1.00	3.5	0.8	Elastec American Marine	ShoreMax	10.0	10.0		Inflatable	Hard
		1.00	3.5	3.2	Texas Boom	TXB-36-TTC	10.0	38.0	35,000	Flotation	Hard
		1.00	3.6	1.2	ABASCO	Sigma 24	10.0	14.0	36,000	Flotation	Hard
		1.00	5.4	2.2	ABASCO	Sigma 36	10.0	26.0	54,000	Flotation	Hard
		1.04	3.0	1.1	Slickbar	SL-24	10.3	13.8	30,000	Flotation	Hard
		1.17	3.0	1.3	Versatech	PB.100	11.0	15.0		Flotation	Hard
		1.17	3.0	1.3	Versatech	OB.100	11.0	15.0		Inflatable	Hard
1.0-1.5	3.0+	1.33	3.0	1.3	Versatech	OB.100	12.0	16.0			
1.0-1.5	5.01	1.33	3.0	2.0	Elastec American Marine	SuperMax I	12.0	24.0		Flotation	Hard
		1.00	3.6	1.2	ABBCO	Hardboom 2	10.0	14.0	36,000	Flotation	Hard
		1.33	3.6	1.0	Ro-Clean Desmi	Globe Boom UHW	12.0	12.0	36,000	Flotation	Hard
		1.33	3.6	1.0	Ro-Clean Desmi	Globe Boom I	12.0	12.0	36,000	Flotation	Hard
		1.33	3.8	1.0	Ro-Clean Desmi	Globe Boom ED	12.0	12.0	38,400	Flotation	Hard
		1.33	5.0	1.8	Ro-Clean Desmi	Globe Boom UHW	12.0	21.0	49,500	Flotation	Hard
		1.33	5.4	2.0	ABBCO	Hardboom 3	12.0	24.0	54,000	Flotation	Hard
		1.33	5.4	2.0	Ro-Clean Desmi	Globe Boom I	12.0	24.0	54,000	Flotation	Hard
		1.33	5.7	2.0	Ro-Clean Desmi	Globe Boom ED	12.0	24.0	57,000	Flotation	Hard
1.5-2.0	2.0-2.5	1.67	2.3	2.0	ABBCO	Mark IIC	14.0	24.0	22,500	Flotation	Hard

Wave Height (ft)	Current (ft/sec)	Max Wave Height (ft)	Max Current Velocity (ft/sec)	Min Depth (ft)	Manufacturer	Model Number	Freeboard (inches)	Draft (inches)	Tensile Strength (lb)	Туре	Boom Material
		1.67	3.0	1.5	Elastec American Marine	AirMax Harbor	14.0	18.0		Inflatable	Hard
		1.67	3.2	2.3	ABASCO	Epsilon	14.0	28.0	32,400	Flotation	Hard
1.5-2.0	3.0+	1.67	4.2	2.3	ABASCO	NEO 9	14.0	28.0	42,000	Inflatable	Hard
1.3-2.0	5.0+	1.67	4.2	3.0	ABASCO	Air Boom L	14.0	36.0	42,000	Inflatable	Hard
		1.83	3.0	1.6	Versatech	PB.100	15.0	19.0			
		1.83	3.0	2.3	Elastec American Marine	SuperMax II	15.0	27.0		Flotation	Hard
2.0-2.5	1.0-1.5	2.33	1.0	2.0	Canadyne	Airboom MP	18.0	24.0		Inflatable	Hard
2.0-2.5	1.0-1.5	2.33	1.0	2.0	Canadyne	Airboom SC	18.0	24.0		Inflatable	Hard
		2.12	22.4	2.8	Slickbar	HDB-1500	16.7	34.1	223,748	Inflatable	Hard
2.0-2.5	3.0+	2.33	3.0	1.8	Versatech	OB.100	18.0	22.0			
2.0-2.5	3.0+	2.33	3.0	2.1	Elastec American Marine	AirMax Offshore	18.0	25.0		Inflatable	Hard
		2.33	3.0	2.5	Versatech	IB.100	18.0	30.0			
2.5-3.0	3.0+	2.67	3.0	2.0	Versatech	PB.100	20.0	24.0			
2.3-3.0	3.0+	2.67	3.0	2.3	Elastec American Marine	AirMax Open Water	20.0	28.0		Inflatable	Hard
3.0+	2.0-2.5	5.33	2.1	1.0	ABASCO	Omega 1A	36.0	12.0	20,500	Flotation	Hard
3.0+	2.0-2.5	3.33	2.0	1.0	Ro-Clean Desmi	Globe Boom PA	24.0	12.0	20,000	Flotation	Hard
		3.33	3.0	2.3	Versatech	OB.100	24.0	28.0			
		3.33	3.0	3.0	Versatech	IB.100	24.0	36.0			
		3.33	3.0	3.3	Elastec American Marine	AirMax Deepsea	24.0	40.0		Inflatable	Hard
		4.33	3.0	2.8	Versatech	OB.100	30.0	34.0			
		4.33	3.0	3.3	Versatech	IB.100	30.0	40.0			
3.0+	3.0+	5.33	3.0	3.3	Versatech	OB.100	36.0	40.0			
5.0+	5.0+	5.33	3.2	1.0	ABASCO	Omega 1B	36.0	12.0	32,400	Flotation	Hard
		6.33	3.0	3.8	Versatech	OB.100	42.0	46.0			
		7.33	3.0	4.3	Versatech	OB.100	48.0	52.0			
		8.33	3.0	4.8	Versatech	OB.100	54.0	58.0			
		9.33	3.0	5.3	Versatech	OB.100	60.0	64.0			
		10.00	3.0	7.8	Versatech	OB.100	64.0	93.0			

Max Wave Height	Wave Current Depth		Manufacturer	Model Number	Freeboard (inches)	Draft (inches)	Tensile Strength	Туре	Boom Material
(ft)	(ft/sec)	(ft)			(inclics)	(menes)	(lb)		
0.00	0.5	0.5	ABASCO	Alpha 1A	4.0	6.0	5,000	Flotation	Hard
0.00	0.5	0.5	ABASCO	NEO 2	4.0	6.0	5,000	Inflatable	Hard
1.00	0.5	0.8	ABASCO	Shoreline Barrier	10.0	10.0		Inflatable	Hard
0.00	0.8	0.5	Texas Boom	TXB-10	4.0	6.0	8,000	Flotation	Hard
0.00	0.5	0.5	Versatech	RB.100	4.0	6.0		Flotation	Hard
0.00	0.5	0.7	Elastec American Marine	SkorBoom	4.0	8.0		Flotation	Sorbent
0.00	0.5	0.7	Elastec American Marine	SkorBoom II	4.0	8.0		Flotation	Hard
0.00	0.5	0.5	Elastec American Marine	SuperSwamp	4.0	6.0		Flotation	Hard
0.33	0.5	0.7	Elastec American Marine	TundraGuard	6.0	8.0		Flotation	Hard
1.00	0.5	0.8	Elastec American Marine	ShoreMax	10.0	10.0		Inflatable	Hard
0.00	0.5	0.4	Elastec American Marine	SuperStream	3.0	5.0		Flotation	Hard
0.17	0.5	0.0	New Pig Corporation	BOM1001	5.0	0.0			Full Absorbent
0.67	0.5	0.0	New Pig Corporation	BOM1000	8.0	0.0			Full Absorbent
0.00	0.5	0.5	Enviro-USA	Calm Water	4.0	6.0	5,200	Flotation	Hard
0.00	1.2	0.5	Enviro-USA	River	4.0	6.0	12,200	Flotation	Hard

#### **Shoreline/Marsh Protection**