

Emergency Operations Plan

**November 2020
v1.8**



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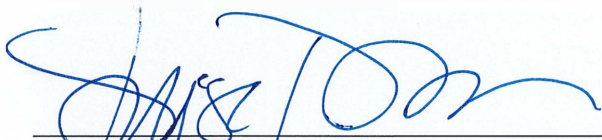
Approval

This Emergency Operations Plan addresses Hamilton County's planned response to extraordinary disaster situations associated with all hazards such as natural disasters, technological accidents and human-caused incidents. It is the principal guide for ensuring the protection of health, safety, and property of the public and aiding in short-term recovery operations for the agencies and jurisdictions that lie within. It is intended to facilitate multi-agency and multi-jurisdictional coordination, particularly among local, state, and federal agencies in emergency management, and establish a framework for an effective system of comprehensive emergency management.

This plan was developed using generally accepted emergency management principles and practices. Incorporated are planning elements derived from Federal Emergency Management Agency and Ohio Emergency Management Agency planning documents. Modifications to this plan may be made under the direction of the Director of the Hamilton County Emergency Management & Homeland Security Agency. Adoption will occur following the established maintenance schedule; however, the plan may be modified in the interim without prior approval and formal adoption.

This plan is approved and endorsed by the Executive Committee of the Hamilton County Emergency Management & Homeland Security Agency. The Executive Committee was created through a County-Wide Agreement, signed September 27, 1989 by the 49 jurisdictions in Hamilton County. The agreement is the legal basis through which the Executive Committee "shall have general direction of the Hamilton County Office of Emergency Management and Civil Defense and shall be responsible for carrying out the provisions of this agreement." The Agreement also states that Agency "is authorized to render the services of coordinating civil defense activities [...] consistent with State statutes and such regulations as have been or shall be promulgated by the Governor of the State."

This plan supersedes any previous versions.



Denise Driehaus, Chairperson
Hamilton County Emergency Management & Homeland
Security Agency Executive Committee

11/19/20

Date



Nick Crossley, Director
Hamilton County Emergency Management & Homeland
Security Agency

11/20/2020

Date

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Promulgation

Section 5502.26(A)(2) of the Ohio Revised Code requires the development of an all-hazards emergency operations plan. Chapter 4501:3-6 of the Ohio Administrative Code requires this plan to be authorized by the chief executive officer and to be consistent with published federal and state guidance and emergency operation plans. The Hamilton County Emergency Operations Plan is an all-hazards plan that encourages a cooperative, seamless relationship between all the local, county, regional, state and federal agencies, boards, and organizations that have an emergency management function.

The Hamilton County Emergency Operations Plan has been developed to establish the policies, guidance, and procedures that will provide the elected and appointed officials, administrative personnel, various government departments, and private and volunteer agencies with the information required to function in a coordinated and integrated fashion and to ensure a timely and organized management of the consequences arising from disasters.

This plan is a statement of policy regarding emergency management and assigns tasks and responsibilities to county department heads and various agencies and organizations specifying their roles during, before and after emergency or disaster situation. It is developed pursuant to Section 5502 and 3750 of the Ohio Revised Code, conforms to the National Incident Management System and all applicable Homeland Security and Presidential Policy Directives.

In order to execute this plan effectively and mobilize available resources, all implementing personnel must have knowledge of the procedures set forth in this plan and be trained in its use. Departments and agencies having roles and responsibilities established by this plan are expected to develop Standard Operating Guidelines and Procedures based on the provisions of this plan. In addition, these agencies should participate in training, exercises, and plan maintenance needed to support the plan.

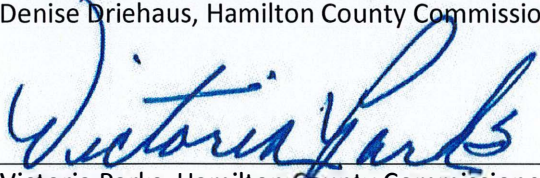
The welfare of those who reside and work within Hamilton County is the primary responsibility of the elected and appointed officials. Emergency management directly supports that responsibility with the goal of saving lives, protecting property and preserving the environment in the event of a disaster. As such, we support the activities of the Hamilton County Emergency Management & Homeland Security Agency.

This plan is endorsed and adopted by a Joint Resolution of the Hamilton County Board of County Commissioners. We direct all personnel involved to assume the roles and responsibilities and take appropriate actions as outlined herein.



Denise Driehaus, Hamilton County Commissioner

11/19/2020
Date



Victoria Parks, Hamilton County Commissioner

11/19/2020
Date



Stephanie Summerow Dumas, Hamilton County Commissioner

11/19/2020
Date

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Record of Change

#	Date	Section	Description of Change	Made By
1	11/25/2020	Communications & ESF #2	Added language to address potential operating environments	R. McEwan
2	10/15/2021	ESF #10 & Annex P	Annual required update to Hazardous Materials Response Plan	D. Witsken
3	7/12/2022	ESF #2	Revision to ESF #2 to include new supporting agencies and update to concept of operations	D. Jardin
4	10/17/2022	ESF #10 & Annex P	Annual required update to Hazardous Materials Response Plan	D. Witsken
5	11/15/2022	ESF #9	Revisions to ESF #9 to include new supporting agencies and updates to concept of operations	D. Jardin
6	2/24/2023	ESF #4	Revisions to ESF #4 to include new supporting agencies and updates to concept of operations	D. Jardin
7	07/27/2023	ESF #3	Revisions to ESF #3 to include updates to concept of operations and addition of Debris Management Plan	D. Jardin
8	10/25/2023	Base Plan & ESF #10	Updated the hazards list to align with <i>2023 Mitigation Plan</i> , updated Community Lifelines and References section. Annual required update to Hazardous Materials Response Plan	R. McEwan and D. Witsken

Record of Distribution

Upon adoption of the plan by the Hamilton County Board of County Commissioners, an electronic copy of the final plan will be distributed to the heads of all county departments, a representative from every Coordinating and Supporting Agency listed in the plan, and a law enforcement, fire, and administrative representative from each jurisdiction within Hamilton County. A copy of the plan will also be sent to all contiguous county Emergency Management Agencies for their record as well as the Ohio Emergency Management Agency. A copy of this document will be made publicly available on our website (see below) and as such, a complete record of distribution cannot be maintained. Any additional requests for copies of the Emergency Operations Plan will be documented in the table below.

<http://www.hcready.org>

Name	Title	Organization	Date Distributed	Distribution Method

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Cover Image: Downtown Cincinnati from Mt. Adams at Sunset.
Photo Credit: Trip Wright

Introduction

The Hamilton County Emergency Management & Homeland Security Agency (EMHSA) is the central point for coordinating Hamilton County's emergency management program. Hamilton County takes a proactive role in mitigating, responding to, and recovering from potential natural, technological and man-made hazards. All parts of the county are monitored to determine if an event has occurred or could occur resulting in an emergency or disaster. It is the intent of Hamilton County to prevent hazards as much as possible and to facilitate an orderly and efficient response and recovery to all disasters.

Effective emergency management by Hamilton County is dependent upon its ability to prepare for, respond to, recover from and mitigate the impact of disasters. Lessons learned from previous disasters consistently underscore that defining organizational roles prior to an incident and pre-establishing relationships with organizations who have a role in the response effort support a more efficient response and recovery.

The Emergency Operations Plan (EOP) was developed using these four phases to ensure a comprehensive response to an incident. This EOP complies with the National Incident Management System (NIMS).

Purpose

The purpose of the Hamilton County EOP is to outline countywide response and short-term recovery coordination efforts, define disaster-specific procedures, roles and responsibilities, and facilitate multiagency and multi-jurisdictional coordination between local, county, state and federal agencies. This plan predetermines, to the extent possible, actions to be taken by responsible agencies of Hamilton County including the local jurisdictions that are contained within the county, and the cooperating private and non-governmental organizations.

The intent of this plan is to:

- Reduce the impact from all hazards including loss of life, injury, or damage to property to individuals, communities and businesses within Hamilton County;
- Prepare for prompt and efficient response and recovery activities by identifying and describing emergency response policies, organization and tasks;
- Establish the legal authority and organizational basis for disaster operations in Hamilton County;
- Identify and assign roles and responsibilities to county departments and agencies as well as private and non-governmental organizations within the community;
- Ensure a coordinated and effective response using current response systems, plans and resources necessary;
- Ensure a coordinated and effective short-term recovery effort by providing for the rapid and orderly implementation of restoration of services, and rehabilitation programs for persons and property affected by hazards; and
- Synchronize (both vertically and horizontally) with relevant policies, plans, systems, and programs to ensure full integration and unity of effort.

The ultimate goal of any response, particularly at the local and county level, is to stabilize the seven community lifelines. A community lifeline enables the continuous operation of critical government and business functions and is essential to human health and safety as well as economic security. Together, the community lifelines frame incident information to provide decision makers with root cause and impact analysis. The seven community lifelines represent only the most basic services a community relies on and which, when stable, enable all other activity within a community.



Figure 1: Community Lifelines for Incident Stabilization

The concept of community lifelines was first introduced by the Federal Emergency Management Agency (FEMA) in the *National Response Framework, Fourth Edition*. As explained later in this EOP, Hamilton County will work with local jurisdictions to stabilize the community lifelines throughout the county. When the Hamilton County Emergency Operations Center (EOC) is active, the Emergency Support Functions (ESFs) will manage information, manage resources, and manage consequences in support of both the incident objectives and to stabilize these community lifelines.

FEMA's Core Capabilities

- Throughout the plan will be multiple references to FEMA's Core Capabilities. The *National Preparedness Goal, Second Edition*, identifies 32 Core Capabilities which are the essential abilities that allow Hamilton County and its jurisdictions to have the capacity to Prevent, Protect, Mitigate, Respond, and Recover from all hazards.
- EMHSA evaluates the County's level of preparedness by comparing preparedness across the 32 Core Capabilities. The 32 Core Capabilities assist EMHSA in quantifying Hamilton County's level of preparedness. The stronger Hamilton County and its 32 Core Capabilities are, the more successfully the County can stabilize the community lifelines.
- The *2019 Hamilton County Threat and Hazard Identification and Risk Assessment (THIRA)* looks at each of the 32 Core Capabilities as they related to Hamilton County and describes the county's state of readiness with regard to the Planning, Organization, Equipment, Training and Exercises (POETE) needed based on target capabilities compared to current capabilities.
- Portions of the Plan that address how specific Core Capabilities are executed are described in a textbox labeled "FEMA's Core Capabilities."

The EOP is divided into three sections: Basic Plan, ESF annexes, and Hazard Specific annexes. The following is a brief description of the components of the Plan:

Basic Plan – the Basic Plan outlines in general terms how Hamilton County will respond to and begin to recover from a disaster. The Basic Plan addresses the different hazards the county is at risk from or vulnerable to, the responsibilities of the various government agencies, method of operations, financial management policies that will be adhered to in a disaster and continuity of government.

Emergency Support Function (ESF) Annexes – the Annexes to the Basic Plan assign certain county agencies with a coordinating role in the 15 ESFs. The ESF structure is patterned after the federal system as outlined in the National Response Framework and contains, at a minimum, the responsibilities of the coordinating and support organizations that will respond. The ESFs will also contain certain Support Attachments; these are stand-alone plans that support the primary functions detailed in the ESF Annexes.

Hazard-Specific Annexes – although the Plan is comprehensive in scope, the unique nature of specific hazards requires annexes for specialized response considerations. Any special circumstances and situations relevant to these hazard specific events will be detailed in the Hazard Specific Annexes.

Scope

When confronted with emergencies that don't exceed their day-to-day response capacity, the local jurisdictions respond with limited to no assistance from surrounding communities. However, disasters

often generate situations requiring planned, coordinated responses by multiple jurisdictions. Such disasters pose major threats to life and property and potentially have long-term economic, political, and/or environmental implications.

Effective emergency management requires trust and close working relationships among all levels of government, non-governmental organizations, the private sector, and the general public. This plan applies to all stakeholders within Hamilton County and has been designed to take a Whole Community approach. The plan addresses roles and responsibilities of different agencies and organizations within the county and was written to recognize the needs of all individuals and population segments that may be impacted by disasters.

The scope of this plan is to address preparedness, response and short-term recovery activities for events (pre-planned or unplanned) that exceed normal emergency response capabilities; are so complex that they require the coordination of multiple jurisdictions; and/or are expected to last for an extended period of time. The plan is scalable and flexible depending on the needs of the event.

Whole Community

Hamilton County also recognizes that a government-centric approach to emergency management is not enough to meet the challenges posed by all hazards. Hamilton County EMHSA has and will continue to make every effort to incorporate all the resources of our collective team in our approach to disasters. Our planning efforts include incorporating not only county agencies but local, state and federal partners, non-governmental organizations including faith-based, non-profit groups and private sector industry, and individuals.

The composition of Hamilton County and the individual needs of community members must be considered when planning and implementing disaster strategies. When considering response and short-term recovery actions in the ESFs, Hamilton County made every effort to consider the needs of all individuals within Hamilton County. This includes individuals with children, individuals with pets, service animals, or livestock, and individuals with access or functional needs.

With all emergency planning, including this one, Hamilton County incorporates FEMA's Non-discrimination Principles of the Law.

Situation

Hamilton County consists of an area of 407.4 square miles and is located in the southwestern corner of Ohio. The county encompasses 19 cities, including the City of Cincinnati, 18 villages, and 12 townships. Hamilton County is situated in Southwest Ohio, and is bordered by Butler County to the north, Warren County to the northeast and Clermont County on the east. The County shares a border with Dearborn County, Indiana to the west. The Ohio River separates the southern edge of Hamilton County from Boone, Kenton, and Campbell counties in Kentucky from river mile marker 455.2 to 490.0.

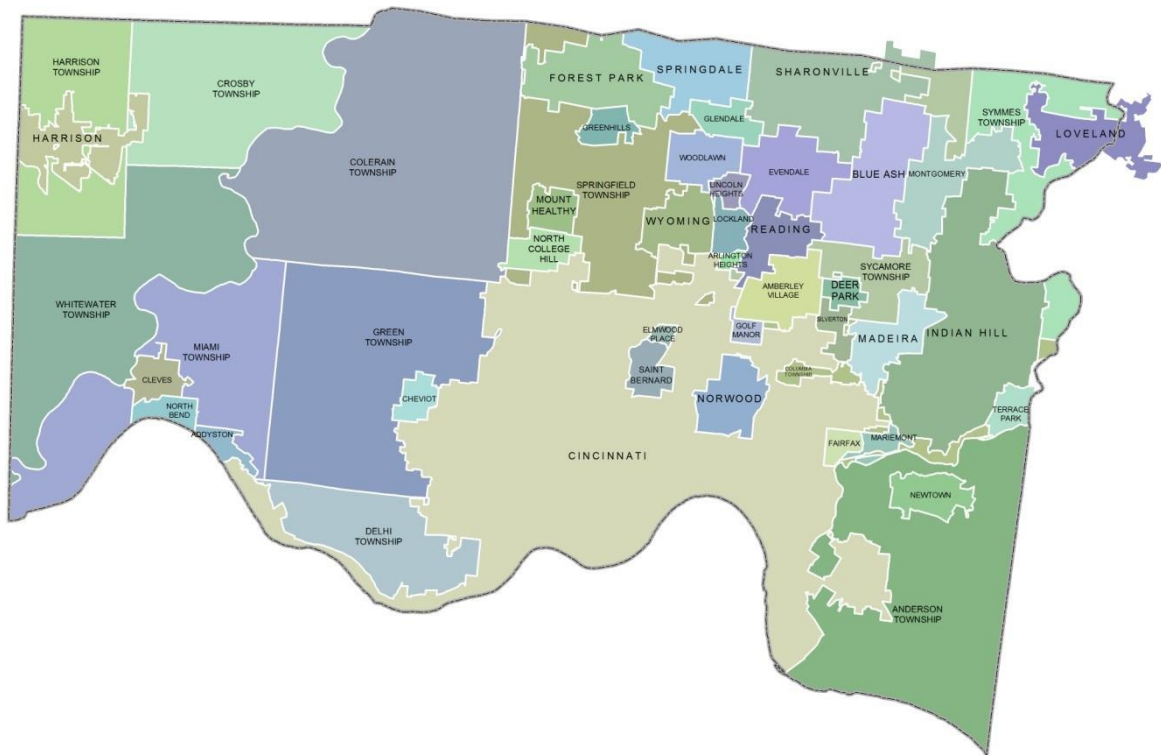


Figure 2: Map of Hamilton County, OH

Several major thoroughfares pass through Hamilton County including five interstates, 11 State Routes, and six U.S. Routes. There are six roadway bridges, two railroad bridges, and one pedestrian bridge connecting Hamilton County to northern Kentucky. Four major railroad companies operate in the county supporting both freight and passenger transportation. Hamilton County is also home to 16 hospitals and medical centers. The county is also host to four professional teams and eight large venues. There are 10 Class I Dams, which have a storage volume of greater than 5,000 acre-feet or a height greater than 60 feet.

Demographics

According to the 2020 U.S. Census there are 830,639 individuals, 381,691 housing units and 345,878 families in Hamilton County. Of the 345,878 families in Hamilton County, the population density is 2,048.9/mi². Hamilton County is 67.2% white, 26.6% black or African-American, 0.3% American Indian or Alaskan Native, 3.0% Asian, 0.1% Native Hawaiian or Other Pacific Islander, 2.8% two or more races, and 4.1% Hispanic or Latino. In 2020, 6.1% of the population was under 5 years of age and 16.8% were 65 years and older. Additionally, Hamilton County is home to twelve colleges and universities with a student population that is higher from September to June.

Jurisdictions in Hamilton County		
Village of Addyston	City of Forest Park	Village of North Bend
Village of Amberley	Village of Glendale	City of North College Hill
Anderson Township	Village of Golf Manor	City of Norwood
Village of Arlington Heights	Green Township	City of Reading
City of Blue Ash	Village of Greenhills	Village of St. Bernard
City of Cheviot	City of Harrison	City of Sharonville (part)
City of Cincinnati	Harrison Township	Village of Silverton
Village of Cleves	Village of Lincoln Heights	City of Springdale

Jurisdictions in Hamilton County		
Colerain Township	Village of Lockland	Springfield Township
Columbia Township	City of Loveland (part)	Sycamore Township
Crosby Township	City of Madeira	Symmes Township
City of Deer Park	Village of Mariemont	Village of Terrace Park
Delhi Township	Miami Township	Whitewater Township
Village of Elmwood Place	City of Milford (part)	City of Village of Indian Hills
Village Evendale	City of Montgomery	Village of Woodlawn
Village of Fairfax	City of Mt. Healthy	City of Wyoming
	Village of Newtown	

Table 1: Jurisdictions in Hamilton County

Economic Profile

Hamilton County is home to the headquarters for five Fortune® 500 companies and fourteen of the Fortune® 1000 companies. The Greater Cincinnati area is home to over 450 foreign-owned firms, and 2,500 manufacturing companies. According to U.S. Census data, 66.7% of the population is in the civilian labor force, with an unemployment rate of 3.6%, below the 3.8% national average (according to the U.S. Bureau of Labor Statistics as of June 2016). The median household income is \$63,080 and the county has 15.7% of its population living in poverty.

Hazard Analysis

Hamilton County is subject to a wide range of hazards that could potentially result in disasters. These hazards fall into three categories: natural hazards, technological hazards, and human-caused hazards. Natural hazards result from acts of nature. Technological hazards result from accidents or failures of systems and structures. Lastly, human-caused incidents result from intentional actions of an adversary. To gain a better understanding of all the threats and hazards that Hamilton County faces, Hamilton County completed a full risk and consequence analysis as part of the *2023 Hamilton County Multi-Hazard Mitigation Plan*.

Part of the mitigation process was to develop a Total Risk Score for each of the identified hazards. The score is based on the probability of the hazard occurring in the county multiplied by the potential consequences of the hazard. Each hazard was evaluated using the sum of weighted extent factors, sum of weighted vulnerability factors, and sum of weighted impact factors, which were all combined to create a total consequence score. The Total Risk Scores were then normalized to 100.

The table below lists the 21 hazards that may potentially affect Hamilton County and their ranking relative to one another, including their Total Risk Score. If the Total Rank Score was the same, the hazards were then ranked based on their impact factors, then vulnerability factors, and finally the extent factors. The complete methodology and details for the rankings can be found in the *2023 Hamilton County Multi-Hazard Mitigation Plan*. This Plan is designed to serve as an all-hazards plan and can be used to address each of the hazards from the table below.

Hazard Rankings		
Rank	Hazard	Total Risk Score
1	High Wind & Tornado	80
2	Hazardous Materials Incident	72
3	Severe Winter Storm	71
4	Flash Flood	71
5	Extreme Cold Incident	68
6	Extreme Heat Incident	65

Hazard Rankings		
Rank	Hazard	Total Risk Score
7	Severe Thunderstorm	61
8	Infrastructure and Structural Failure	61
9	Urban Fire	54
10	Public Health Emergency	51
11	Mass Transportation Incident	41
12	Terrorism/Active Assailant	41
13	Riverine Flood	39
14	Civil Disorder/Riot	39
15	Cyber Incident	39
16	Landslide	33
17	Earthquake	33
18	Dam/Levee Failure	23
19	Land Loss	19
20	Drought	19
21	Wildfire	17

Table 2: Ranking of Threats and Hazards from the *2023 Hamilton County Multi-Hazard Mitigation Plan*

Capabilities Assessment

Hamilton County has been the recipient of State Homeland Security Program (SHSP) and Urban Area Security Initiative (UASI) Funding. These programs have facilitated coordination between the 12 counties in our region (Hamilton, Butler, Warren, Clermont, Brown, Adams, Highland and Clinton Counties in Ohio; Boone, Kenton, and Campbell Counties in Kentucky; and Dearborn County in Indiana) and improved our ability to prevent, protect against, respond to and recover from the hazards that may potentially impact our county.

Hamilton County and the local jurisdictions within the county have robust response and recovery capabilities. Limitations in these capabilities are identified through annual plan reviews, the THIRA process, and exercises. Specific details regarding Hamilton County’s capabilities are detailed in the *2019 Hamilton County THIRA*.

Planning Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends. The following assumptions were made as consideration for the Hamilton County EOP:

- A hazard may occur with little or no warning and may escalate quicker than the ability of any single local response organization to handle.
- Hazard characters may differ by probability, magnitude, warning time and duration.
- Hazards may affect one or multiple jurisdictions within Hamilton County. Hazards may also extend beyond the borders of Hamilton County and may require a coordinated response and recovery effort between multiple jurisdictions at the local, county, or even state level.
- Hazards may have cascading effects that may require their own unique approaches for response and recovery.
- Hazards may result in numerous casualties; fatalities; displaced people; property loss; disruption of normal life support systems, essential public services, and basic infrastructure; and significant damage to the environment.

- Hazards may overwhelm the response and recovery capabilities of nongovernmental organizations, local jurisdictions, and/or Hamilton County.
- Response support from outside the county may take up to 72 hours to arrive. Even after outside support arrives, there may be a scarcity of resources available.
- Hazards may attract an influx of spontaneous volunteers and supplies.
- Response and recovery may include prolonged, sustained incident management activities.

Concept of Operations

General

It is the responsibility of local and county governments to reasonably protect life, property, and the environment from the effects of disasters. While most emergencies are handled by the local jurisdiction, Hamilton County is called upon to provide supplemental assistance and coordination whenever the consequences of a disaster exceed local capabilities. Additionally, local and county agencies may proactively take certain measures to prepare for pre-planned events. If needed, the Ohio Emergency Management Agency (OEMA) may be requested to provide assistance in a disaster or pre-planned event. Assistance may take the form of mobilizing state resources, activating specialized response teams, or providing equipment to support emergency operations.

While extensive effort and years of experience of responders have been brought into this plan to make it applicable and appropriate to emergency management activities, it should be recognized that this plan functions to provide guidance and should not be rigidly applied to every disaster or pre-planned event. Every situation will present different and unique challenges, complexities, and requirements. The specific tasks, assignments, and provisions contained within this plan may have to be modified to deal effectively with the actual situation at hand.

Prevention

As a mission area in the National Preparedness Goal, prevention is defined as *the capabilities necessary to avoid, prevent or stop a threatened or actual act of terrorism*. For the purposes of this plan however, prevention is defined as:

THE RESPONSIBILITIES, STRATEGIES AND PROCEDURES USED TO AVOID OR STOP A THREATENED OR ACTUAL HAZARD

With regards to prevention, there are two important concepts that must be understood. First, prevention is not the same thing as mitigation. Hazard mitigation is those actions that are taken to help reduce or eliminate long-term risks caused by hazards, and mitigation strategies are outlined in the *2018 Hamilton County Multi-Hazard Mitigation Plan*. Second, not all hazards can be prevented. Of the twenty-five hazards that this plan addresses, natural hazards such as floods, landslides and high wind events cannot be prevented, only mitigated.

The most important strategy for prevention within Hamilton County is monitoring for potential hazards through intelligence activities including information sharing: the ability to exchange intelligence, information, data, or knowledge among government or private sector entities, as appropriate. Information sharing is conducted through three main procedures:

Information Sharing Procedures
Anticipate and identify emerging and/or imminent threats through the intelligence cycle.
Share relevant, timely, and actionable information and analysis with local, county, State, Federal and private sector partners and develop and disseminate appropriate classified/unclassified products.
Ensure local, county, State, Federal and private sector partners possess or have access to a mechanism to submit hazard-related information and/or suspicious activity reports (SARs).

When it comes to prevention, there are two agencies who share the responsibility for these information sharing procedures: The Greater Cincinnati Fusion Center (GCFC) and Hamilton County Public Health (HCPH). The GCFC addresses hazards with a law enforcement component such as cyberattacks, violent mass casualty incidents, and civil disorder. The HCPH addresses prevention for public health emergencies.

In conjunction with the Ohio Statewide Terrorism Analysis and Crime Center (STACC) and the Department of Homeland Security (DHS), the GCFC works to identify new trends and changing conditions to alert partners of emerging threats that may impact the Greater Cincinnati region, including Hamilton County. Information may be obtained from internal and external stakeholders. GCFC manages the Intelligence Liaison Officer (ILO) Program, an information-sharing initiative designed to increase local, regional, and statewide relationships including with law enforcement, corrections, fire, emergency management, military, public health, hospital, educational, transportation and other private sector partners.

Using information obtained from these internal and external stakeholders, the GCFC will develop threat assessments for pre-planned events or other active threats that may impact the county and share the assessments with the appropriate partners. When GCFC staff receive intelligence on identified threats and hazards, they evaluate the risk and adjust the level of prevention activities. In the event of an activation of the EOC (see page 26), the GCFC can send personnel to lead the Intelligence Unit to monitor and share threat information directly with personnel in the EOC. For non-EOC activations, GCFC can extend their

Quarterly	<ul style="list-style-type: none"> • ILO Meetings
Monthly	<ul style="list-style-type: none"> • Threat Briefings • HCPA Meetings
Weekly	<ul style="list-style-type: none"> • Intelligence Bulletins • Narcotics Bulletins
As Needed/ Ongoing	<ul style="list-style-type: none"> • Threat Assessments • Awareness Reports • Event-Specific Briefings

normal operating hours to ensure analysts are available to monitor all identified threats and incoming information as well as share information that may be time sensitive. In addition, the GCFC will share information more regularly for pre-planned events with higher Special Event Assessment Ratings (SEAR) levels.

The GCFC may also be alerted to threats from the public through use of a 24-hour tip line and a web-based reporting portal. These threats, as well as other information supplied by local law enforcement agencies, evaluated by the GCFC to determine whether or not the SAR has any credibility, and if so, a nexus to terrorism. If the SAR is determined to be credible, the GCFC will supplement the report with information obtained from other law enforcement databases and sources and disseminate the information as appropriate.

Additionally, the City of Cincinnati Real Time Crime Center (RTCC) has personnel assigned to work as part of the GCFC, which allows for real time surveillance during EOC activations or other events of significance that occur within Hamilton County. This partnership includes the use of over 200 cameras spread throughout the city and along the Ohio River to gather intelligence and to surveil potential threats, as well

as to investigate previous crimes. The GCFC and RTCC work together to surveil potential threats by data mining: searching through large amounts of computerized data to find useful patterns or trends and analysis of social media accounts and activities. Hamilton County also participates in other surveillance programs that could provide early warning of a bioterrorist attack.

The GCFC shares their intelligence through multiple methods on an ongoing and regular basis as seen above. The distribution of information is based upon the sensitivity of the material, clearance level of the intended recipient as well as general “need to know.”

In addition to the activities of the GCFC, HCPH works to prevent public health emergencies in conjunction with the three other local health departments (LHDs) in the County: City of Cincinnati Health District, City of Norwood Health Department, and City of Springdale Health Department. This is accomplished through public health intelligence gathering through surveillance programs and alert networks, conducting threat assessments, and sharing information with internal and external partners.

FEMA's Core Capabilities

- Intelligence and Information Sharing – Providing timely, accurate, and actionable information is the foundation for this Core Capability. The Greater Cincinnati Fusion Center is the local agency tasked with developing law enforcement intelligence and has the primary responsibility for sharing information with the appropriate partners. For public health intelligence and information sharing, Hamilton County Public Health is the lead.

As outlined in the *Epidemiology Response Plan*, an annex to HCPH’s *Emergency Response Plan*, routine intelligence is gathered through standard surveillance practices which include geographic distribution of notifiable infectious diseases, exposures documented from standard disease investigations, web-based tools for detecting statistically significant trends related to emergency department visits in Hamilton County and the contiguous counties (EpiCenter), and the occurrence of illness complaints recorded by either HCPH’s Environmental Health or Disease Prevention.

The level of prevention activities can be increased to include enhanced surveillance commensurate with risk during a public health emergency. Enhanced surveillance activities to measure the progression of the outbreak and the success of interventions may include using a telephone hotline staffed by HCPH personnel, electronic data collection via secure web-based or email systems, collection of illness logs from affected institutions, targeted telephone surveys, and/or daily contact with and report retrieval from local laboratories or medical practices.

In the event of a potential public health emergency, HCPH’s Outbreak Management Team will coordinate the outbreak investigation in collaboration with local, county, State, Federal and private sector partners. The investigation will include a threat assessment to characterize the event in terms of agents involved, the populations that may be affected, and the environmental factors, as well as to discuss control measures that may prevent further spread of the disease. This information is shared with the appropriate internal and external stakeholders.

Pre-Planned Events

Throughout the year there are numerous pre-planned events that occur throughout Hamilton County. These events range from block parties to weekend-long music festivals, from 5Ks to major marathons, from local softball tournaments to Major League Baseball All-Star Games. Regardless of the event scale or scope, any gathering of individuals has an inherent risk due to the proximity of so many individuals to one another.

Each of these events is the responsibility of the local jurisdiction to support. However, for some of the larger events, the local jurisdiction may ask for support from Hamilton County. The type of support request can range from intelligence gathering to dissemination of public information, from vulnerability analyses to incident planning support. And while the local jurisdiction may not ask for any county support prior to the event occurring, maintaining awareness of these events allows the county to be better prepared to offer support or response should it be requested. Notification of these events may come from the City of Cincinnati Special Events Unit, the OEMA Watch Office, which includes daily briefings from the Ohio STACC, and the Events Page from local media.

One of the responsibilities of EMHSA is to maintain awareness of the larger events with greater potential for loss of human life. With advanced warning of these events, EMHSA can quickly react should these pre-planned events become emergency situations and can support the local jurisdictions in rapidly coordinating resources to support response efforts. Knowing details about the event such as what type of event it is, where the event is occurring, and how many people are in attendance can support EMHSA's decision to alter the level of monitoring the event may require. If the local jurisdiction has developed an Incident Action Plan (IAP) for the event, having that document will facilitate communication between the Incident Command (IC) and EMHSA, and allow EMHSA to know which resources are already being utilized for the event.

Additionally, due to the size of Hamilton County, there may be multiple events taking place concurrently. Knowing where each event is can allow EMHSA to evaluate how the events may impact one another should an emergency occur, or how multiple events may be impacted should something like inclement weather or a hazardous material incident occur.

Information Gathering, Analysis, and Sharing

Communications and Information Management is one of the components of the NIMS. Gathering, collating, synthesizing and disseminating incident information helps responders to develop a common operating picture. The goal of Hamilton County's information management process is to enable the integration of information into the common operating picture. This includes identifying what information is essential and should be shared, who has the information and who needs the information, and how information will flow. Information disseminated to the public can help individuals make educated decisions regarding their own safety and can allow the public to share potentially helpful information with responders.

Information Collection

Within Hamilton County, the Hamilton County EMHSA acts as the primary agency responsible for collecting information to inform county leadership about potential threats or hazards and the discuss the potential need to act. Information pertaining to specific incidents or pre-planned events may come from a variety of sources. The source of information will depend on the type of hazard.

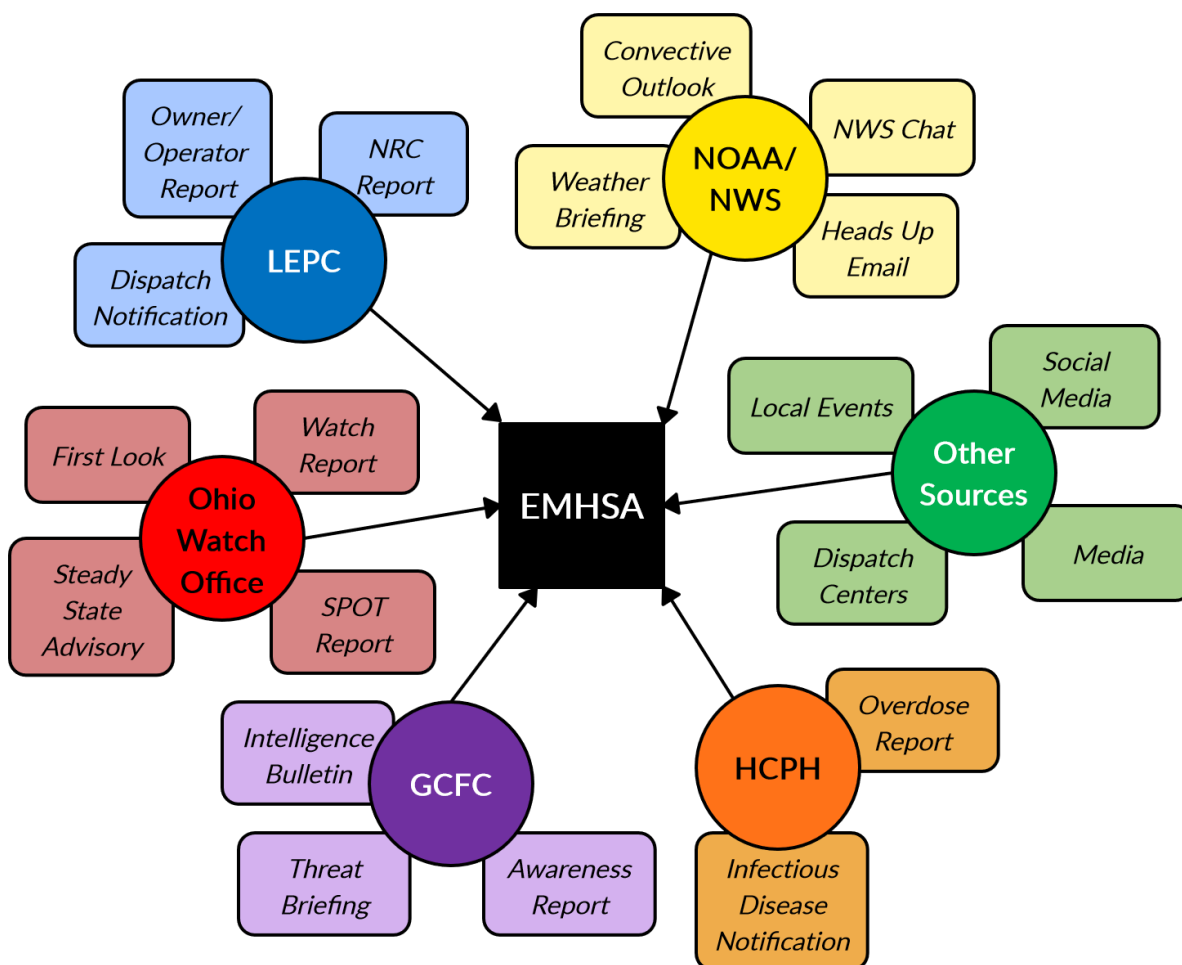
The primary source of information for weather-related events is the National Weather Service (NWS). The EMHSA Duty Officer monitors current and future weather from the NWS. In addition to reading the daily weather reports, the Duty Officer will monitor the Storm Prediction Center's Convective Outlook, and participates in NWSChat, an online communications tool that allows information sharing between the NWS, emergency management, storm spotters, the local media and other emergency responders. All EMHSA staff also subscribe to iNWS to receive electronic alerts to their mobile devices when watches and warnings are issued.

For most man-made hazards, the affected jurisdiction's public safety answering point (PSAP) will receive and document the initial notification in accordance with existing protocols and will dispatch resources as

appropriate. Certain events trigger the Hamilton County Communications Center (HCCC) and the City of Cincinnati Emergency Communications Center to notify the EMHSA for situational awareness.

If there is a hazardous materials release, the Hamilton County Local Emergency Planning Committee (LEPC) will be notified in accordance with ORC 3750.06, which requires owners and operators to report a release or discharge whenever a regulated chemical exceeds its reportable quantities or leaves the property line. In addition, the Hamilton County LEPC is notified of releases by the National Response Center (NRC), the federal government’s national communications center for reporting hazardous substance releases and spills. The Hamilton County LEPC, which is administered by the EMHSA, notifies the EMHSA of any spills that may require additional response or may affect life, property, or environmental safety.

The State of Ohio also generates a line of products for information sharing and situational awareness purposes. These products include *Watch Reports*, *Steady State Advisories*, *SPOT Reports*, and *First Looks*. In addition, the OEMA issues a near real-time display of potential and ongoing events in Ohio in WebEOC called *Ohio Watch*.



After a disaster has occurred the Hamilton County EOC may activate the Joint Information Center (JIC). ESF #15 members working within the JIC will monitor media and social media for additional information from the public. This information will be shared with the EOC as appropriate (see *Joint Information System (JIS) Guide* for additional information).

Analysis

Once the information has been collected by Hamilton County EMHSA, the situation needs to be analyzed to inform the Agency, and by extension county leadership, on what the appropriate actions are to take. The process for situational analysis is relatively straight-forward, but the more increasingly complex the threat or hazard is, the longer the analysis process may take. The process utilized for conducting situational analysis is the same process used by the local jurisdictions and by IC in evaluating threats and hazards. For the purposes of this EOP however, we will look at how specifically Hamilton County EMHSA conducts situational analysis in order to inform county leadership.

After EMHSA has been made aware of a potential or active threat or hazard from the sources described above, the first step is to confer with others to compare what is known about the threat or hazard. For EMHSA, this means meeting with other staff members or subject matter experts. The purpose of this meeting is to evaluate what is known about the threat or hazard.

When evaluating what is known about the threat or hazard, there is a long list of elements that must be taken into consideration. These elements address everything from the scope of the threat or hazard to the potential impacts and consequences. Hamilton County EMHSA has a list of questions that can be used to complete the evaluation.

Upon completing the initial evaluation, Agency personnel should determine if there is enough information to allow for informed decisions by leadership. Providing adequate information about the threat or hazard to decision makers allows them to better understand not just the situation, but the potential impacts and consequences of the actions that are selected. The more information that is given to decision makers, the more alternative responses can be explored and weighed against one another.

If enough information has been provided, then appropriate actions may be chosen and put into effect. However, if more information is needed, EMHSA will work to identify additional sources of information.

This process of situational analysis is a constant process as decisions that are made and put into action will affect the threat or hazard. EMHSA should continually reevaluate and reanalyze the situation until the threat or hazard is complete.

When the Hamilton County EOC is activated, it is the responsibility of the Planning Section to analyze information and determine how operational priorities may be impacted. This analysis should be reported to the EOC Coordinator and be included in the appropriate reports created by the Planning Section.

Dissemination

Sharing information during disaster response can lead to greater situational awareness, effective allocation of resources, and an overall enhanced response, among other things. Prior to a disaster information shared can lead to preparedness efforts that may even mitigate the hazard. After the disaster, sharing information can lead to a unified response.

One result of the information analysis is determining who needs the information and what communications systems will be used to share the information. Hamilton County EMHSA has multiple mediums for disseminating information depends on what information is being shared and with whom it is being shared.

The primary method for sharing information between emergency management partners in Hamilton County is email, which may be supplemented by WebEOC. WebEOC provides a single access point for the collection and dissemination of disaster or event-related information and may be accessed by agencies which have a coordinating and supporting role in the EOC, as well as other partners. As Hamilton County's

WebEOC license is provided by the State of Ohio, it is also connected to the OEMA's WebEOC which will allow state partners to have awareness of events in Hamilton County. Hamilton County EMHSA will begin using WebEOC at Emergency Activation Level 3 (see below).

Often information is disseminated from the source through Hamilton County's emergency management partners. The NWS puts out weather watches and warnings in the event of potential weather. Depending on the scale and scope of the watch/warning, Hamilton County EMHSA may also share this information to the public through social media and its website. The Ohio STACC and GCFC share threat information amongst appropriate agencies as part of their prevention activities.

Hamilton County EMHSA is also responsible for activating the Outdoor Warning Sirens in Hamilton County. The sirens are tested the first Wednesday of each month at noon unless inclement weather is imminent. The four basic criteria for activating the sirens is:

- The NWS issues a Tornado Warning for all or part of Hamilton County;
- A trained and certified weather spotter reports a tornado in Hamilton County;
- A tornado is reported by a local public safety official; or
- A dangerous situation occurs which requires Hamilton County residents to seek shelter immediately.


Hamilton County has the capability of activating all the sirens at once or to activate one or more of six established siren zones.

Hamilton County also has Public Alerting Authority complete as a part of the Integrated Public Alert & Warning System (IPAWS). IPAWS allows for the use of an integrated system that uses multiple mediums for alerting the public including Emergency Alert System (EAS), Wireless Emergency Alerts, and National Oceanic and Atmospheric Administration (NOAA) Weather Radios from a single interface. The county also utilizes multiple systems for reverse 9-1-1. EMHSA or the HCCC can utilize Rave Mobile Safety for mass notification, while other jurisdictions and organizations use CodeRED, Nixel, or Rapid Notify.

For additional information about dissemination of information to the public, see the *JIS Guide*, attached to ESF #15 – Emergency Public Information.

Local Responsibilities

As stated above, most incidents are handled at the local level. This is because all disasters begin and end at the local level. County government serves as the administrative agent of the state. Due to this structure, each municipality and locality within Hamilton County innately initiates and takes ownership of their community's emergency response.



MUNICIPALITIES SHALL HAVE AUTHORITY TO EXERCISE ALL POWERS OF LOCAL SELF-GOVERNMENT AND TO ADOPT AND ENFORCE WITHIN THEIR LIMITS SUCH LOCAL POLICE, SANITARY AND OTHER SIMILAR REGULATIONS, AS ARE NOT IN CONFLICT WITH GENERAL LAWS
[Ohio Constitution, Article XVIII, Section 3](#)

Within Hamilton County, each jurisdiction provides or has arranged for the provision of the initial emergency response. The local jurisdiction maintains control of all assets used in the response and recovery efforts, regardless of the source of those assets. Each jurisdiction within Hamilton County must plan and prepare for this role.

The forty-nine local jurisdictions provide emergency response services in order to protect life, property, and the environment, and to stabilize incidents. They may activate their local EOP or EOC, coordinate the response with public and private organizations and agencies, and activate necessary local governments and organizations that are signatories to mutual aid compacts.

Part of the incident response should include using local resources, expending local funds, and enacting local agreements to respond to incidents within their jurisdiction. When local resources are insufficient to address the needs of the situation, the local jurisdictions may request assistance from Hamilton County by contacting the Hamilton County EMHSA.

NIMS

On June 7, 2006, the Hamilton County Board of County Commissioners (BoCC) passed a resolution designating NIMS as the basis for all incident management within Hamilton County. Similar resolutions have been passed by all jurisdictions within Hamilton County. NIMS was also adopted by the State of Ohio as written in the *Ohio Revised Code 5502.28(C)*.

NIMS consists of three major components: Command and Coordination, Communication and Information Management, and Resource Management. Utilizing this system allows Hamilton County’s Emergency Management Program to analyze emergency situations and provide for clear and effective response and recovery.

Command and Coordination

Command and Coordination, which can also be described as direction, control and coordination, describes leadership roles, processes, and recommended organization structures for incident management at the operational and incident support levels and explains how these structures interact to manage incidents effectively and efficiently.

Regardless of the size, complexity, or scope of the incident, effective command and coordination using flexible and standard processes and systems helps save lives and stabilize the situation. Command and Coordination includes several characteristics that contribute to the strength and efficiency of the overall system:

NIMS Management Characteristics	
Common Terminology	Modular Organization
Management by Objectives	Incident Action Planning
Manageable Span of Control	Incident Facilities and Locations
Comprehensive Resource Management	Integrated Communications
Establishment and Transfer of Command	Unified Command
Chain of Command and Unity of Command	Accountability
Dispatch/Deployment	Information and Intelligence Management

Each of these characteristics are discussed in more detail in *National Incident Management System, Third Edition, October 2017*. Several characteristics will be discussed in more detail in the sections below and their applicability to Hamilton County and the response of its forty-nine jurisdictions.

Incident Command System

All jurisdictions within Hamilton County utilize the Incident Command System (ICS) for on-scene incident management. ICS specifies an organizational structure for incident management that integrates and coordinates a combination of procedures, personnel, equipment, facilities, and communications.

When an incident occurs within a single jurisdiction and without jurisdictional or functional agency overlap, the appropriate authority designates a single Incident Commander (IC) who has overall incident management responsibilities, including overseeing command and coordination. Within Hamilton County, each jurisdiction will usually appropriate this authority to the fire chief or police chief who covers that jurisdiction, unless there is another functional agency that is more appropriate to assume this role. When the Hamilton County EOC is activated, county-level command and coordination is the responsibility of the EOC Coordinator, who works to support ICs in the field.

In a multijurisdictional or multiagency incident, there may be a unity of effort by establishing Unified Command. The use of Unified Command enables jurisdictions and those with authority or functional responsibility for the incident to jointly manage and direct incident activities through the establishment of a common set of incident objectives, strategies, and a single IAP. Within Hamilton County, many fire and police departments cover more than one jurisdiction. While some incidents may be multijurisdictional, there may only be a single functional agency with the authority for managing the incident.

ICS also provides a common hierarchy within which personnel from multiple organizations can be effective. ICS organizational structures develop in a modular fashion based on an incident’s size, complexity, and hazard environment. Responsibility for establishing and expanding ICS organizations ultimately rest with the IC (or Unified Command), and when active, the EOC Coordinator. Having modular organization, both on-scene and within the EOC, allows expansion for additional functional responsibilities to address increases in incident complexity.

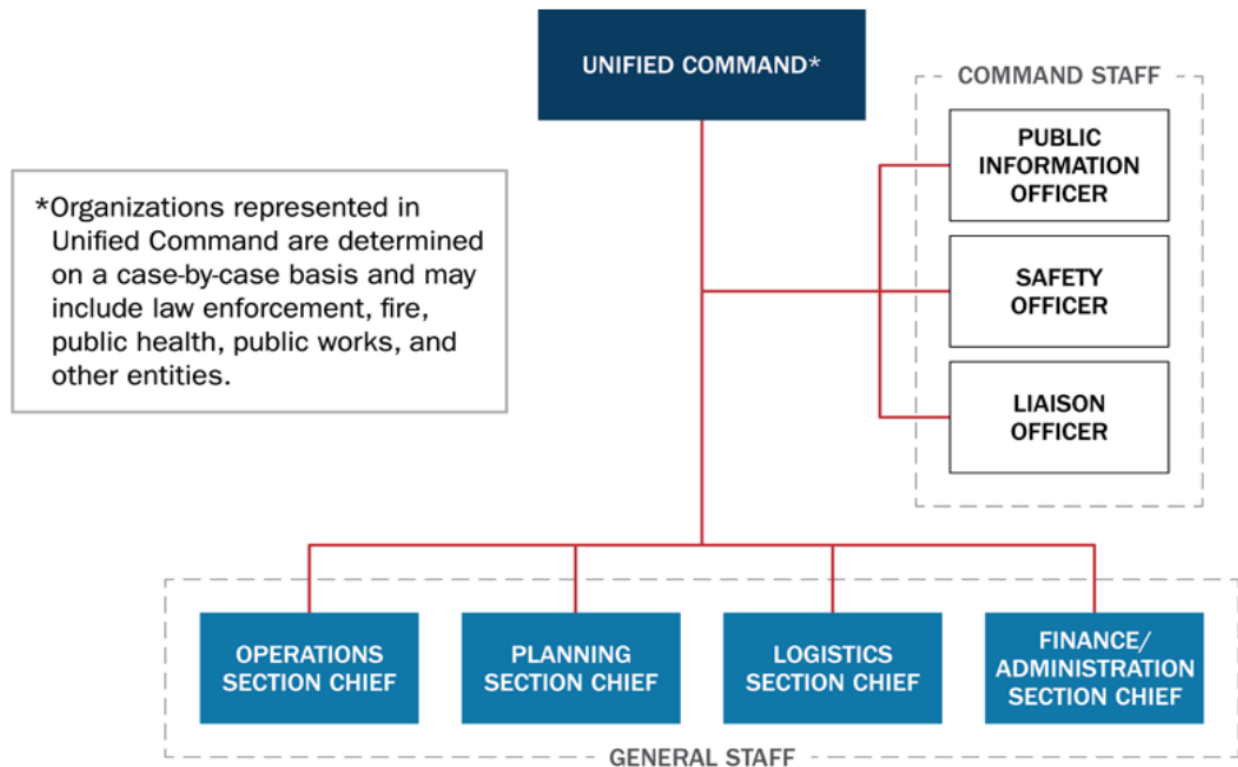


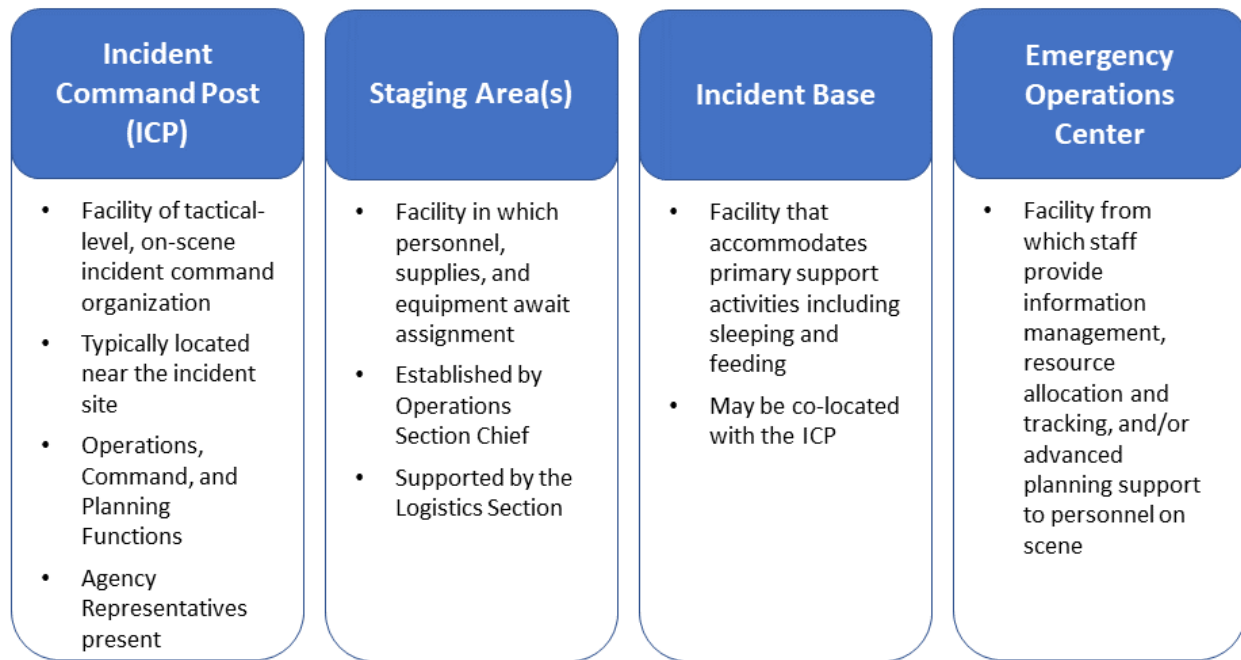
Figure 3: Modular organization that may be used in ICS with Unified Command

This method of organization also allows IC to have a manageable span of control, which helps to ensure effective and efficient incident management operations. It enables management within the ICS structure to direct and supervise subordinates and to communicate with and manage all resources under their control. As in other places, in Hamilton County the optimal span of control for incident management is

one supervisor to five subordinates, however, the type of incident, nature of the task, hazards and safety factors, experience of the supervisor and subordinates, and communication access between the subordinates and the supervisor are all factors that may change this ratio.

The Hamilton County EOC and EOC Team can be activated in a modular organization that mirrors the organizational structure utilized by on-scene ICS, allowing for the Hamilton County EOC to most effectively support IC.

Incident Facilities



Depending on the incident size and complexity, the IC, Unified Command, and/or the EOC Coordinator may establish support facilities for a variety of purposes and direct their identification and location based on the incident. While some facilities in and around the incident area will be determined by the incident, other facilities have been pre-designated.

As described in the graphic above, there are multiple types of facilities that can be utilized to support incident response. The Incident Command Post (ICP) is typically established by the IC near the incident site and therefore cannot be pre-determined. Other facilities, like Staging Areas, have been pre-determined. As seen in Attachment #1, Hamilton County has pre-designated 13 Staging Areas spread across five sections of the County. Another important pre-designated facility that supports incident operations is the Hamilton County EOC, located at the Regional Operations Center (ROC), 2000 Radcliff Dr., Cincinnati, OH 45204. This location also houses the Hamilton County JIC, the City of Cincinnati EOC, and the City of Cincinnati Emergency Communications Center.

Communication and Information Management

Communications

One important concept utilized within Hamilton County is the importance of integrated communications. Leadership at the incident level and in the EOC facilitates communications through the development and use of a common communications plan, interoperable communications process, and systems that include voice and data links. Integrated communications provide and maintain contact among and between

incident resources, enable connectivity between various levels of government, enhance situational awareness, and facilitate information sharing.

Hamilton County and its first response organizations use the Ohio Multi-Agency Radio Communication System (MARCS), an 800 MHz radio and data network that utilizes state-of-the-art trunked technology to provide statewide interoperability in digital clarity to its subscribers throughout Ohio. Ohio MARCS is used for interoperable communications for response agencies both within Hamilton County and in the neighboring Ohio jurisdictions.

The *Ohio Homeland Security Region 6 Regional Tactical Interoperable Communications Plan* (RTICP) documents the interoperable communications resources

available within Hamilton County, who controls each resource, and what rules of use or operational procedures exist for the activation and deactivation of each resource. The HCCC participates in the maintenance of the RTICP. Incident-specific communication plans are developed by IC and may be documented using ICS Form 205 – Incident Radio Communications Plan.

Hamilton County also utilizes Amateur Radio Emergency Services (ARES) for radio communications. ARES consists of licensed amateur radio operators who have voluntarily registered their qualifications and equipment for communications duty in the public service when disaster strikes. ARES may be used during EOC activation for communication assistance, and they may also help establish radio communications at shelters, staging areas, ICPs, public health Points of Dispensing Sites (PODS), and trainings.

One of the primary methods of communication during response and short-term recovery is WebEOC. WebEOC has multiple boards for sharing information specific to different aspects of the response. WebEOC also has the capability for sending messages to other WebEOC users. In addition to WebEOC, Hamilton County also uses landline phones, cellular phones, fax, and e-mail as a means of communication within the Hamilton County EOC to agencies outside the EOC. All Coordinating and Supporting Agencies listed in the EOP are responsible for maintaining a notification roster with multiple forms of contact for those who may have a role during an EOC activation. Hamilton County EMHSA has multiple Government Emergency Telecommunications Service (GETS) access cards from the U.S. DHS, Office of Emergency Communications that prioritizes calls over wireline networks.

In addition to the mechanisms used for communications, NIMS emphasizes the importance of utilizing common terminology that allows diverse incident management and support organizations to work together across a wide variety of functions. Common terminology covers organizational functions, resource descriptions and incident facilities with pre-designated names and definitions which is standard and consistent.

Documentation

Responding agencies should keep documentation of actions taken using the ICS Activity Log (ICS Form 214) or another suitable log. The Hamilton County EMHSA will document activities via situation reports, common operating pictures, and in WebEOC. All personnel within the Hamilton County EOC are required to use WebEOC for documentation. WebEOC mirrors the ICS Forms, and users can use the Position Log in

FEMA's Core Capabilities

- Operational Communications – Ensuring the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces. This capability is met through existing communications infrastructure that is utilized by first responders and communities daily. Should the need arise, this capability may be enhanced by the Hamilton County EOC and the HCCC.

lieu of ICS Form 214. Users can also scan and upload documents onto the Incident Documents Board for any forms used before the incident was created in WebEOC. This information will be tracked by the Documentation Unit if activated, or by Hamilton County EMHSA serving as the Coordinating Agency under ESF #5 – Information & Planning. Such documentation is crucial for the following reasons:

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

For larger incidents, Hamilton County EMHSA may conduct an AAR with the full participation of all agencies involved in the response or short-term recovery. The AAR will be used to identify:

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

Additional details about AARs can be found in the *2021-2023 Hamilton County Multi-Year Training & Exercise Plan*.

Incident Action Planning

Coordinated incident action planning guides incident management activities. IAPs represent concise, coherent means of capturing and communicating incident objectives, tactics, and assignments for operational and support activities.

Part of adopting NIMS within Hamilton County includes utilizing IAPs. While every incident should have an action plan, not all incidents require written plans. The necessity for written plans depends on incident complexity, command decisions, and legal requirements. Formal IAPs are not always developed for the initial operation period of no-notice incidents. However, if an incident is likely to extend beyond one operational period, becomes more complex, or involves multiple jurisdictions and/or agencies, preparing a written IAP becomes increasingly important to maintain unity of effort and effective, efficient, and safe operations.

The process for developing IAPs is described in detail in FEMA's *Incident Action Planning Guide, Revision 1 (July 2015)*. This is the process utilized by first responders within Hamilton County.

When the Hamilton County EOC is activated in support of a pre-planned event or incident, the EOC will develop an EOC Action Plan (EOC-AP) to guide their activities during specified periods, though these are typically more strategic than IAPs. The main purpose of the EOC-AP is to document how the EOC will support the incident and the impacted jurisdictions. Procedures for developing the EOC-AP are documented in the *Hamilton County Emergency Operations Center Manual*.

Resource Management

Comprehensive resource management involves the systems for identifying available resources at all jurisdictional levels to enable timely, efficient, and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Hamilton County utilizes the resource management concepts outlined in NIMS.

NIMS Resource Management Concepts

Resource Management & Preparedness

- Identifying and typing resources as appropriate
 - Example: Fire apparatus and specialty teams are typed and documented in the Ohio Emergency Response Plan which can be accessed on the Communication & Information Management System (CIMS). Typed terminology can be utilized as needed but is not regularly used during routine requests.
- Qualifying, certifying, and credentialing personnel as appropriate
 - Example: Hamilton County has identified personnel to serve on the EOC team, has established EOC team training requirements, and maintains a list of these individuals to track training progress and verify their qualification.
- Planning for Resources
 - Example: Hamilton County conducts a workshop and develops a THIRA. The THIRA establishes resource needs/requirements and identifies resource gaps. The resource management system is documented in the EOP.
- Acquiring, storing, and inventorying resources
 - Example: Grant recipients are responsible for storing and maintaining grant purchased equipment. EMHSA maintains an inventory of grant purchased equipment which can be accessed in Archibus.

Resource Management During an Incident

- Involves identifying, ordering, requesting, prioritizing, locating, acquiring, sustaining, distributing, and tracking resources
- Includes the process for mobilizing, dispatching, and demobilizing resources
 - This system is described later in this section.

Mutual Aid

- Involves sharing resources and services between jurisdictions or organizations.
 - Mutual aid in Hamilton County is described later in this section.

This section outlines the resource management system used during response and short-term recovery operations in an emergency. This system may be used before or after an emergency or pre-planned event. It is applicable to any resources for pre-incident preparation, such as raising flood gates or making and placing sandbags before an impending flood, and for response and short-term recovery operations such as search and rescue efforts and mass care activities.

Resources

Types and Sources of Resources

Resources can include personnel, teams, facilities, equipment and supplies.

Resources can be acquired through a variety of sources including:

Established
Agreements

Purchases

Donations

External / Outside of
Hamilton County
Resources

These resources may be provided by local, county, regional, state, or federal government partners, nonprofit organizations, faith-based organizations, voluntary agencies, or the private sector.

Local/County Interface

Resource management starts locally and progresses to also include the county, state and national level as required. Local jurisdictions and organizations first employ local resources, then utilize mutual aid or resources established with other agreements. This includes jurisdiction or department internal resources and any established agreements. As needed, local jurisdictions or organizations may also purchase additional resources. Additionally, dispatch centers routinely support on-scene operations by fulfilling resource requests. The local jurisdictions, County departments and other partner organizations manage response and recovery resources being utilized through their established systems.

When an incident exceeds local capacity in size and/or complexity, local jurisdictions may require additional resources beyond their capabilities. Any request that goes beyond local resources or established agreements may be sent to the Hamilton County EMHSA or the County's EOC, if activated. Upon request from the requesting jurisdiction/organization who is the Authority Having Jurisdiction (AHJ), the County, through the EMHSA or the County EOC will coordinate obtaining additional resources and support resource management. In the EOC, the Logistics Coordination Section/ESF#7 – Resource Management supports resource management and coordinates activities related to providing logistical and resource support for response and short-term recovery operations.

The EMHSA or the Hamilton County EOC, if activated, has a critical role in managing and acquiring resources, managing and distributing information, and setting response priorities. Requesting resources through the EOC allows for greater accountability and will ensure that situational awareness is maintained at all levels.

Resource Management System Elements

Resources used in response and short-short term recovery operations will utilize the Resource Management System for Hamilton County. This system includes eight components. While all components support the resource management system, they are not phases or stages, and all components are not applicable to all resources.

Components of the Resource Management System	
1. Identifying Resources	5. Acquiring Resources and Purchasing Resources, if Needed
2. Ordering & Requesting Resources	6. Sustaining Resources
3. Prioritizing Resource Requests	7. Distributing Resources
4. Locating Resources	8. Tracking Resources

Identifying Resources

Identifying resources entails determining what resources are still needed for an effective response and defining any resource requirements. Resource needs are identified by those responding to the incident and may include the IC, on-scene logistics section (if established), local jurisdiction, County department, emergency management partner, other responding organization, or, under certain circumstances, the EOC. Resource requirements are additional information about the resource need including understanding any additional support for resources. The following should be considered when defining resource requirements:

- What mission or activity the resource is addressing,
- What capability is required,
- Whether the resource is typed,
- When and where it is needed, and
- How the resource will be supported (i.e. how it will be transported, sustained, and/or distributed).

The Operations Coordination Section in the EOC may assist with identifying resource requirements.

Ordering & Requesting Resources

Initially resource ordering is performed by on-scene responders, the local jurisdiction, the County department, an emergency management partner, or other responding organization. After a resource need has been identified, the organization responding will order a resource. If the resource cannot be ordered or filled using internal resources, existing agreements or local/organization methods, a resource request will be submitted to EMHSA or the County EOC, if activated.

On-Scene Operations Resource Ordering:

Resource ordering on-scene follows the ICS structure, as appropriate, and will likely be performed by the on-scene logistics section, if established. If additional resources are being requested, it will likely be through the established dispatch centers.

Local Jurisdiction, County Department, Emergency Management Partner or Other Responding Organization Resource Ordering:

Resource ordering follows the jurisdiction's, department's, or organization's internal resource ordering procedures.

Unfilled Resource Requests:

If a resource request cannot be filled using the established methods, the request will be sent to the Hamilton County EMHSA or the EOC, if activated. A resource request may come from the IC, the logistics section on-scene, local jurisdiction, county department, emergency management partner or other responding organization. Anyone who requests a resource is referred to as the requesting jurisdiction/organization.

The resource request can be communicated to Hamilton County EMHSA or the EOC, if activated, using different platforms. In some instances, the request may be made verbally over the phone or radio. A request may also be sent through one of the dispatch centers on behalf of the requesting jurisdiction/organization. Often when there is not an EOC activation, this request will come to the EMHSA Duty Officer through the HCCC. A request may also be submitted in writing via email or WebEOC.

During large incidents when multiple requests are being received, a specific process or system unique to the incident may be established to ensure all resource requests are documented and managed. It is the responsibility of the EMHSA staff member who receives the request to gather appropriate information and document the request. If there is an EOC activation, the EOC and ESF #7 – Resource Management will establish the process to receive and document requests as well as their track resource status. Upon the initial request, the following information should be gathered as appropriate.

Information to Gather During Resource Requests (As Applicable)

- | | |
|---|---|
| <ul style="list-style-type: none">• Date and time the request was made,• Name, title, organization and contact information for the person requesting the resource,• Problem to be resolved/task to be accomplished,• Description of the resources using plain language,• Indicate whether the requested resource is typed using NIMS, | <ul style="list-style-type: none">• Quantity needed,• Suggested or suitable resources,• Any support requirements for the resource,• Any special shipping instructions, if applicable,• Date and time the resource is needed,• Priority level, and• Delivery location and point of contact for delivery. |
|---|---|

All resource requests must be documented. This may be done using forms, WebEOC, a survey tool, or some other method. The Hamilton County EMHSA or ESF #7, if the EOC is activated, will determine what information needs to be documented and how based on the resource(s) being requested, number of requests, duration of the event and incident information. Gathering needed information as well as documenting the request, the status of the request and the status of the resource being used to fill the request are related and may use be accomplished through the same documentation process.

Requesting State Assets

All requests for outside resources from the State of Ohio must be coordinated through the EMHSA, or the Hamilton County EOC, if activated. Requests will be relayed to the OEMA, who will forward the requests to the appropriate agency or organization.

Prioritizing Resource Requests

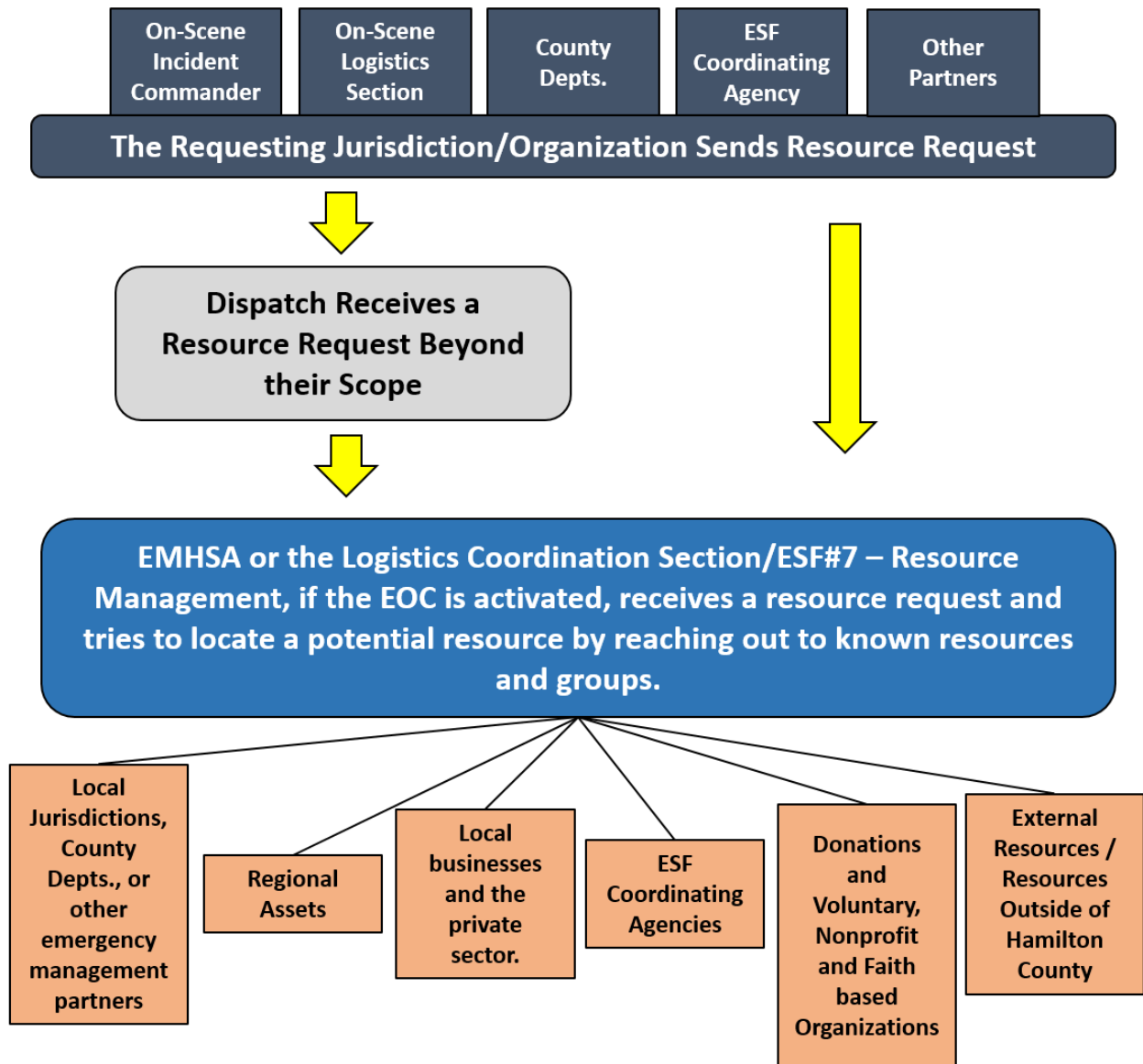
If multiple resource requests are received or if there is not a sufficient amount of resources to fill all requests, resources requests will need to be prioritized. This is to ensure resources are obtained and allocated in the most efficient manner possible to support the response and recovery effort. Prioritization strategies may include prioritizing who receives resources, prioritizing when requests are filled (i.e. which requests are filled first), or limiting the amount of resources being used to fill individual requests. The EOC, if activated, will establish priorities with direction from County leadership or the Policy Group in the EOC. Requests should be filled, as appropriate, using the established priorities. More information about the process for establishing priorities is in ESF #7.

Locating Resources

Upon receiving a resource request, the EMHSA or the Logistics Coordination Section/ESF #7, if the EOC is activated, will locate potential resources to fill the request. Potential resources are located by coordinating with emergency management partners as EMHSA does not likely own resources that would fill requests. If the EOC is not activated, EMHSA will coordinate with emergency management partners, use institutional knowledge of available resources, search inventory databases, work with Hamilton County Purchasing or use another method to identify potential resources. If the EOC is activated, the Logistics Coordination Section/ESF #7 will work with the Operations Section, the ESF Coordinating Agencies, county departments or other organizations as applicable to locate potential resources. Inventory databases or other platforms may also be utilized. Resources may be located from multiple sources including:

- Local available resources
- Agreements
- Procurements
- Local donations which include unsolicited and solicited goods, materials, services, personnel, financial resources and facilities
- Regional assets
- External Resources / Resources Outside of Hamilton County

Hamilton County Resource Request Process



While locating potential resources, EMHSA or the Logistics Coordination Section/ESF #7 may also need to vet products or vendors to ensure the quality of the resource. EMHSA or the Logistics Coordination Section/ESF #7 may consult with subject matter experts who are more familiar with the service or product being requested to evaluate quality. Especially in disasters where there is a shortage of resources, fraudulent or counterfeit products may be produced and offered. Additionally, during large scale disasters, many businesses or organizations may reach out preemptively to offer their products or services. Documenting their information as they are received may benefit a future resource request.

Acquiring Resources and Purchasing Resources, if Needed

Once a potential resource is located, the proposed solution will be communicated and confirmed by the requesting jurisdiction/organizations. Once confirmed, actions will be taken to acquire the resource. Acquiring includes any actions needed to obtain the resource. Actions that may be taken include, but are not limited to:

- Purchasing the resource,
- Formally requesting the resource,

- Dispatching the resource,
- Supporting resource mobilization, or
- Accepting a donation.

During less complex events, EMHSA or the Logistics Coordination Section/ESF #7 may locate a potential resource and the requesting jurisdiction or organization acquires the resource. For example, if a County department needed additional phones to run a call center, the EMHSA may use an existing relationship to locate a vendor to supply phone. This information would be shared with the requesting county department who would coordinate acquiring the resource internally.

The requesting jurisdiction/organization is responsible for paying for or purchasing the resource unless specified otherwise. It is the responsibility of the requesting jurisdiction/organization to follow their internal purchasing and financial procedures. Additionally, the requesting jurisdiction/organization will track their overall costs for the incident.

Hamilton County will follow the emergency purchasing procedures outlined in the Ohio Revised Code and in the Hamilton County Purchasing Policy Manual. The Hamilton County Purchasing Department will provide guidance and advise on purchases made for the County. Additionally, during some disasters, Hamilton County may make purchases for the overall response effort.

When making a purchase, it is important to track all costs and evaluate cost against the available budget. For this reason, coordination will occur with the Hamilton County Office of Budget & Strategic Initiatives and the Finance Coordination Section, if activated, when purchases are made.

Sustaining Resources

Resources involved in response operations must be sustained or supported as appropriate to ensure proper functioning. What is needed for resource sustainment varies depending on the resource. Some resources may need regular upkeep, while others are self-sufficient and need little support. For example, debris removal equipment may need fuel for operation while specialty teams bring resources to be self-sufficient. Sustainment activities may include providing nourishment, sheltering responding personnel and teams, storing resources, maintaining resources or testing resources.

Resource Sustainment Activities	
Nourishment:	<ul style="list-style-type: none"> • Personnel and specialty teams performing response and short-term recovery operations will need to have access to food and water. • The requesting jurisdiction/organization is responsible for supporting the resource(s) including providing food/feeding and water, as applicable. • <u>Example:</u> First responders on-scene may need canteening operations.
Sheltering:	<ul style="list-style-type: none"> • Personnel and specialty teams, especially resources from outside the area, may need sheltering. • The requesting jurisdiction/organization is responsible for supporting the resource(s) including providing sheltering, as applicable. • <u>Example:</u> A voluntary organization based outside of Hamilton County may be requested to assist with debris removal operations for several days. The voluntary organization may request a location for volunteers to stay and rest between operations.

Resource Sustainment Activities	
Providing Supplies & Equipment:	<ul style="list-style-type: none"> Personnel and specialty teams, especially resources from outside the area, may need supplies or equipment to operate. The requesting jurisdiction/organization is responsible for supporting the resource(s) including providing any needed supplies and equipment, as applicable. <u>Example:</u> Specialized search and rescue teams from outside the region may be requested to assist with search and rescue operations. These personnel may need radios to communicate with responders on-scene.
Storing:	<ul style="list-style-type: none"> Supplies and equipment may need to be stored when not being operated or distributed. The requesting jurisdiction/organization is responsible for supporting the resource(s) including storing the resource(s), as applicable. <u>Example:</u> Flood cleanup kits or tarps may need to be stored indoors until distributed to residents.
Maintaining:	<ul style="list-style-type: none"> Most resources are routinely maintained as part of day-to-day operations prior to an emergency occurring. The organization who owns the resource is responsible for maintaining the resource on the schedule they establish. Type of maintenance and its frequency will vary and depend on the resource. In addition to this, some supplies and equipment may need to be maintained during an emergency when not in service. This may include routine service or upkeep. The requesting jurisdiction/organization is responsible for supporting the resource including performing maintenance, as applicable. <u>Examples:</u> Radios may need to be regularly recharged. Additionally, when in staging, hand tools kept on fire apparatus such as chainsaws or electric saws may need to be cleaned after being used.
Testing:	<ul style="list-style-type: none"> Most resources are routinely tested as part of day-to-day operations prior to an emergency occurring. The organization who owns the resource is responsible for testing the resource to ensure it is operational on a schedule they establish. How it is tested, and the frequency of testing will vary and depend on the resource. In addition to this, some supplies and equipment may need to be tested during an emergency when not in service. The requesting jurisdiction/organization is responsible for supporting the resource including testing, as applicable. <u>Example:</u> If a hose on a fire truck was damaged or run over, the section of hose would need to be replaced and tested prior to returning to service.

It is the responsibility of the requesting jurisdiction/organization to provide resource sustainment. If requested, the Logistics Coordination Section/ESF #7 may support. Other ESFs may support areas of resource sustainment. For example, ESF #6 – Mass Care supports canteening operations for responders. Specific ESF responsibilities are listed in the ESF Annexes. During a large event with numerous resource requests, ESF #7 may coordinate resource sustainment to support a more streamlined and efficient process and ensure limited available resources are being utilized to sustain as many responding resources as possible.

Distributing Resources

After a resource has been obtained, it may need to be distributed to either responders or residents impacted by the emergency. The requesting jurisdiction/organization is responsible for distributing the requested resources. The requesting jurisdiction/organization may request assistance with distribution.

Depending on the scope and scale of the incident, Hamilton County may establish a centralized distribution system. When evaluating whether to utilize a centralized distribution system, consider the anticipated duration of the distribution effort, length of time resources would need to be stored, incident information, and types of resources being distributed. ESF #7 will coordinate establishing the centralized distribution system if resources are being distributed to response personnel. ESF #6 – Mass Care will coordinate establishing a centralized distribution system if resources are being distributed to impacted residents with support from ESF #7.

Tracking Resources

Resources being utilized during emergency response and short-term recovery operations are tracked by the local jurisdiction or responding agency or department. Hamilton County departments are responsible for tracking any resources they utilize. For on-scene operations, generally ICS is used. Within ICS the Resource Unit Leader under the Planning Section, if established, is responsible for tracking resources. Many methods and strategies can be used to aid in resource tracking including using T-Cards, establishing a check-in, and utilizing a staging area.

If there are resource requests to the County, the EMHSA or the Logistics Coordination Section/ESF #7, if the EOC is activated, tracks the status of the resource request and the resource from the initial request through demobilization. The requesting jurisdiction/organization is responsible for resource tracking and providing updates on the resource status to the EMHSA or EOC as the status changes. Additionally, contact will likely be made with requested resources routinely based upon the established operational period to ensure current status information is accurate.

Mobilizing, Dispatch, and Demobilization or Recall of Resources

When resources are utilized, they are mobilized, dispatched and either demobilized or recalled.

- Mobilization is the process and any activities related to preparing, assembling, organizing and/or transporting resources that will be utilized in the response.
- Dispatching is the activation and assignment of a resource to the response.
- Demobilization is the process and any activities related to discharging and releasing resources from a response effort.
- Recalling is the process to bring resources back into operation after it was demobilized.

Prior to a large-scale emergency, this process occurs for routine incidents that occur within the County. Additionally, for incidents or events where there is advanced notice such as flooding or a large pre-planned event, resources can be mobilized and dispatched in advance of an emergency. Depending on the event, resources may also be demobilized prior to an emergency as more information is learned. For example, resources may be mobilized and dispatched for forecasted flooding. However, as the forecast changes these resources may be demobilized due to a lower forecasted river level or lower forecasted rainfall amount. Similarly, resources may later be recalled if information is learned indicating that these resources will be needed.

Mobilizing, dispatching, demobilizing or recalling resources follows the same process prior to and during an emergency and is described below.

Procedures for the Mobilization, Dispatch, and Demobilization or Recall of Resources	
Mobilizing Resources	<ul style="list-style-type: none"> • Upon being notified of a potential response, resources may begin preparing for a possible response. This may include preparing equipment and organizing teams. • After being dispatched, resources will begin to mobilize, as appropriate. • During mobilization, the following actions should take place: <ul style="list-style-type: none"> ○ The resource will organize its deployment. ○ The resource will prepare any equipment, personnel, and supplies it will need to respond. ○ The resource will verify the site where check-in will occur. ○ As appropriate, the resource will verify the working conditions and what support will be provided. ○ The resource will travel to the specified site reported during dispatch.
Dispatching Resources	<ul style="list-style-type: none"> • Resources are routinely dispatched using the established dispatch centers within Hamilton County. • Hamilton County has three PSAPs which dispatch resources. In addition, multiple departments have a dispatch capability for department resources. Some operate 24 hours a day; others have specific operating hours and are supplemented by other facilities when not open. • If a nonroutine resource is needed, a resource request can be submitted to EMHSA or the Hamilton County EOC, if activated. Upon locating a suitable resource, it will be assigned to the specific activity or mission and dispatched. • During dispatch the following actions will take place: <ul style="list-style-type: none"> ○ The resource should wait to deploy until being dispatched. ○ The resource will receive its assignment. ○ The resource will verify its check-in location before arriving.
Demobilizing Resources	<ul style="list-style-type: none"> • The requesting jurisdiction/organization is responsible for releasing the resource from current operations. On-scene operations will conduct demobilization actions as necessary for the specific response effort. • To ensure resource tracking and accountability, if a resource is requested through the EMHSA or the Hamilton County EOC, it will also check out and report its status to the EMHSA or the Logistics Coordination Section/ESF #7 before being fully released from the response and short-term recovery effort. This is to mitigate releasing a potential resource that may be able to satisfy another resource request. • During demobilization the following actions will occur: <ul style="list-style-type: none"> ○ The resource should stay on-scene or at staging until being authorized to leave. ○ All resources will be debriefed prior to leaving. ○ The resource will work with the requesting jurisdiction/organization for any support items needed during demobilization such as travel arrangements, food or water. ○ Check-in/Return any supplies provided to the resource, as applicable. ○ Follow any demobilization actions specific to the incident.
Recalling Resources	<ul style="list-style-type: none"> • Due to the unpredictability of disasters, resources sometimes need to be recalled to further support the response and short-term recovery effort. • If it is determined that a resource needs to be recalled, it will be recalled using the same process for dispatching a resource.

Mutual Aid & Other Agreements

Mutual Aid

Mutual aid involves sharing resources and services between jurisdictions and organizations. Mutual aid agreements are one source of assistance during a disaster response. Most, if not all the local jurisdictions within Hamilton County have mutual aid agreements with neighboring jurisdictions for support in the form of Memorandums of Understanding (MOUs) or Memorandums of Agreement (MOAs). Many local jurisdictions or organizations who identify a resource need and establish mutual aid to fulfill. The local jurisdiction or organization is responsible for maintaining those agreements.

All fire departments and emergency medical services in Hamilton County are part of a *Mutual Aid Plan* that is designed to allow for the dispatch of fire and medical units from multiple departments based on different factors. Mutual aid may be utilized to dispatch the closest resources, to respond to a large incident that utilizes all resources from one department, or to call for specialized equipment or apparatus. The Plan is maintained by the Hamilton County Fire Chief's Association. Additionally, the Ohio Fire Chiefs' Association created the Ohio Fire Service Emergency Response System to provide local jurisdictions with a method to quickly summon additional fire service resources within the state to handle major emergencies when local mutual aid capabilities have been exhausted. The System provides for the rapid activation, mobilization, and response of aid to a community in the event of a localized disaster.

Law enforcement agencies in Hamilton County participate in the Hamilton County, Ohio Mutual Aid Agreement for Law Enforcement. This agreement enables law enforcement agencies to provide reciprocal police services across jurisdictional lines to enhance the capabilities of law enforcement for the protection of citizens and property throughout Hamilton County. This includes special public safety incidents which require additional law enforcement personnel.

Multiple jurisdictions participate in the *Public Works Mutual Aid Pact* managed by the Center for Local Government (CLG). In the event of a disaster in which additional public works resources are needed, requests for aid, assistance, manpower or equipment may be made to supplement the response. The CLG develops the Public Works Mutual Aid Manual which includes a list of the participating jurisdictions with contact information, a selective inventory of each jurisdiction's public works equipment, and an appendix which details frequently asked questions about the pact and includes a copy of the agreement.

Hamilton County participates in the Intrastate Mutual Aid Compact (IMAC), which is detailed under ORC 5502.41. IMAC is a mutual aid agreement among participating government subdivisions in Ohio, which was enacted by the Ohio legislature to complement mutual aid agreements among local jurisdictions. All political subdivisions are automatically included in the IMAC agreement but may choose to opt out by passing legislation declaring that it does not intend to participate. All local jurisdictions in Hamilton County, including the county itself, may request assistance from any other participating political subdivision in response to and in recovery from a disaster. Before requests can be made, the local jurisdiction or Hamilton County must formally declare a state of emergency. Ohio maintains the IMAC system including developing the Ohio IMAC Operations Manual. The Manual details the procedures and guidelines for utilizing IMAC in Ohio, includes forms and checklists that would be utilized and outlines the roles and responsibilities for implementation. Hamilton County supports this by performing the responsibilities outlined in the Manual as appropriate.

Another source of mutual aid is the Emergency Management Assistance Compact (EMAC), which is a nationwide mutual aid agreement to facilitate government resource sharing between states. Like IMAC, EMAC is designed to complement existing inter-state mutual aid agreements. States may obtain resources through EMAC in lieu of, or in conjunction with, federal assistance. Unlike IMAC's opt-out system, EMAC

is an opt-in program. All 50 states, Washington D.C., Puerto Rico, Guam, and the U.S. Virgin Islands have enacted legislation to join EMAC. In Ohio, EMAC is managed by the OEMA.

Other Agreements

Grant equipment is regularly used throughout the region. All grant purchased equipment may be used throughout the region as requested. Hamilton County is the fiscal agent for Region 6 for the Homeland Security Grant Program (HSGP). EMHSA maintains the agreements and regularly updates them. The grant recipients are responsible for equipment maintenance and upkeep.

Supplemental County Staffing

Certain disasters may require more personnel than are readily available. It may be necessary to augment Hamilton County's available personnel by requesting county employees from other departments and divisions to aid in the response and short-term recovery. As such, the Hamilton County BoCC passed a Resolution on June 13, 2016, allowing for Hamilton County EMHSA and HCPH to request volunteers during a declared State of Emergency. These volunteers may serve in a variety of capacities and will receive the required training necessary for their volunteer assignments from either Hamilton County EMHSA or HCPH. As a resolution, there is no regular maintenance for this agreement. The Hamilton County Human Resources department has incorporated this agreement in County policies.

County Operations

It is the responsibility of local and county governments to reasonably protect life, property, and the environment from the effects of disasters. While most emergencies are handled by the local jurisdiction, Hamilton County is called upon to provide supplemental assistance and coordination whenever the consequences of a disaster exceed local capabilities. Additionally, local and county agencies may proactively take certain measures to prepare for pre-planned events. If needed, the OEMA may be requested to assist in a disaster or pre-planned event. Assistance may take the form of mobilizing state resources, activating specialized response teams, or providing equipment to support emergency operations.

One of the most important roles that Hamilton County plays in supporting the local jurisdictions is leading multiagency coordination. NIMS describes multiagency coordination as a combination of facilities, equipment, personnel, procedures, and communications integrated into a common system with responsibilities for coordinating and supporting domestic incident management activities. NIMS goes on to state that the primary functions of multiagency coordination systems are to support incident management policies and priorities, facilitate logistics support and resource tracking, inform resource allocation decisions using incident management priorities, coordinate incident related information, and coordinate interagency and intergovernmental issues regarding incident management policies, priorities, and strategies.

Multiagency coordination may be as simple as a teleconference or more complex requiring an assembled group and associated support systems. In Hamilton County, EMHSA is the agency responsible for executing multiagency coordination. This process occurs by following the concepts described in the sections above. When this coordination process needs a physical location where staff from multiple agencies and organizations can come together to address these imminent threats and hazards and to provide coordinated support to IC, on-scene personnel and/or other jurisdictions, the Hamilton County EOC is activated.

An important part of multiagency coordination conducted by Hamilton County EMHSA is to manage coordination activities not just at the county level, but among all personnel with emergency response roles including higher (e.g. OEMA, FEMA), lateral (e.g. BoCC, County Administration), subordinate (e.g. 49

jurisdictions within Hamilton County, LHDs, etc.), and neighboring jurisdictions (e.g. Boone County, Warren County, etc.).

Emergency Operations Center

The Hamilton County EOC is located at the City of Cincinnati-Hamilton County ROC, a permanent facility located in Cincinnati, Ohio.

The ROC is the physical location at which the EMHSA coordinates with all appropriate agencies involved in the response in order to provide interagency coordination, develop a common operating picture, and share information with executives who have the authority to make decisions in support of incident response. The three primary functions of the Hamilton County EOC are to manage information, manage resources, and manage consequences.

The Hamilton County EOC is organized using a hybrid model that combines elements of ICS with ESFs, which are functional areas responsible for supporting one component of the response. Each ESF is led by a Coordinating Agency and supported by multiple Support Agencies. The Coordinating Agencies are responsible for orchestrating the county’s support for the local jurisdictions within their respective function and serve as the coordinating link between Hamilton County and other operational units. Supporting Agencies are agencies and organizations whose expertise, resources, and/or statutory responsibility or authority make them invaluable partners in supporting response operations across the county.

Each ESF is described in an ESF Annex – individual chapters that focus on an emergency function (e.g. communications, mass care). These annexes describe the actions, roles, and responsibilities of Coordinating and Supporting Agencies in more detail. There are 15 ESFs in total:

Hamilton County Emergency Support Functions		
#	Name	Coordinating Agency
ESF #1	Transportation Infrastructure	Hamilton County Engineer’s Office
ESF #2	Communications	Hamilton County Communications Center
ESF #3	Public Works	Hamilton County Environmental Services
ESF #4	Fire & EMS	Hamilton County Fire Chief’s Association
ESF #5	Information & Planning	Hamilton County Emergency Management & Homeland Security Agency
ESF #6	Mass Care	Hamilton County Jobs and Family Services
ESF #7	Resource Management	Hamilton County Emergency Management & Homeland Security Agency
ESF #8	Public Health & Healthcare Providers	Hamilton County Public Health
ESF #9	Search & Rescue	Hamilton County Urban Search & Rescue
ESF #10	Hazardous Materials	Hamilton County Local Emergency Planning Committee

Hamilton County Emergency Support Functions		
#	Name	Coordinating Agency
ESF #11	Animals & Agriculture	Hamilton County Soil & Water Conservation District
ESF #12	Energy	Hamilton County Engineer's Office
ESF #13	Law Enforcement	Hamilton County Sheriff's Office
ESF #14	Private Sector & Infrastructure	Hamilton County Emergency Management & Homeland Security Agency
ESF #15	Emergency Public Information	Hamilton County Emergency Management & Homeland Security Agency

While multiagency coordination can greatly benefit from having partners physically working alongside one another within the EOC, it is by no means the only method for multiagency coordination to occur. The EOC may operate in a virtual environment when Coordinating and Supporting Agencies are not be able to have a physical presence at the ROC, usually due to limitations of the incident (i.e. debris has cut off access to the facility or a public health emergency where social distancing is required, etc.). Virtual EOC operations may be augmented by utilizing WebEOC, a web-based information management system that provides a single access point for the collection and dissemination of disaster or event-related information.

The Hamilton County EOC Organization Chart is attached to this EOP as Attachment #2.

The Hamilton County EOC is organized to maximize each of the characteristics of an effective organization. While ICS is one component of NIMS, providing the functional structure for actively managing any type of incident faced by responders, it is not the optimal structure for an EOC environment. Under the ICS structure, ICs have several critical needs with which EOC personnel can assist. These needs may include:

1. A Common Operating Picture: Critical during large or complex incidents or incidents involving personnel from multiple response agencies.
2. Policy Direction: Critical when jurisdictions with differing policies are involved in a response.
3. Communication Support: Critical in large, complex incidents or when multiple jurisdictions are involved in a response.
4. Resources: Includes people, equipment, and supplies required for a response.
5. Strategic Planning: Allows the IC to focus on tactics.
6. Legal and Financial Support: Frees on-scene resources to focus on the response.

More specific details on operations of the Hamilton County EOC are discussed in the *Hamilton County Emergency Operations Center Manual*.

Emergency Activation Levels (EALs)

Large-scale emergencies, such as a tornado or terrorist incident, may require the immediate activation of the Hamilton County EOC. Other emergencies that are slower in onset may not require that all response capabilities be activated. The EMHSA utilizes a graduated system that ensures the level of response scales to the scope of the disaster. The following levels describe the response activities Hamilton County may undertake. Response operations may transition from one level to the next without formal pronouncement.

Level 4 – Steady State

The EMHSA operates out of the ROC during regular business hours. At all times the EMHSA has a Primary and Back-up Duty Officer assigned to monitor for potential emergencies in and around Hamilton County. This includes, but is not limited to, monitoring the weather daily, being aware of upcoming pre-planned events, and monitoring local emergencies that have the potential to exceed local response capabilities.

Level 3 – Situational Assessment and Monitoring

The EMHSA has been alerted to a specific hazard or event that has the potential to require a response. The EMHSA coordinates with agencies that may have knowledge of the hazard or event to determine if any assistance may be required. Coordinating and Supporting Agencies may be put on standby in the event they are requested to respond to the Hamilton County EOC. The Primary or Alternate Duty Officer has the responsibility for sharing event-specific information with the EMHSA Director or his/her designee and appropriate response partners.

Level 2 – Partial Activation of the EOC

The EMHSA Director or his/her designee activates the EOC. Activation of the EOC may occur at the request of the IC, fire chief, law enforcement chief, or a local executive administrator. Appropriate Coordinating and Supporting Agencies are requested to respond to the ROC to fulfill their responsibilities as outlined in this EOP based on the needs of the disaster.

A proclamation of a local State of Emergency may be made at this time by the chief elected official of the affected local jurisdiction or by other legally designated personnel. The EMHSA Director or his/her designee will notify the OEMA of the incident and the activation of the Hamilton County EOC. Ongoing communications and documentation of damage and needs assessment information will be maintained between the Hamilton County EOC and the OEMA. OEMA staff may be sent to the ROC to coordinate with the Hamilton County EOC.

The EMHSA Director, his/her designee, or the EOC Coordinator will evaluate the status of the EOC including whether to maintaining current operations, progress to Level 1 or deactivate to Level 3 or below.

Level 1 – Full Activation of the EOC

The EMHSA Director, his/her designee, or the EOC Coordinator will request all Coordinating and Supporting Agencies respond to the ROC. A proclamation of a local State of Emergency may be made by multiple jurisdictions within the county and Hamilton County may declare a State of Emergency as well. The EMHSA Director or his/her designee will request assistance from the OEMA. Ongoing communications and documentation of damage and needs assessment information will be maintained between the affected jurisdiction, the Hamilton County EOC, and the OEMA.

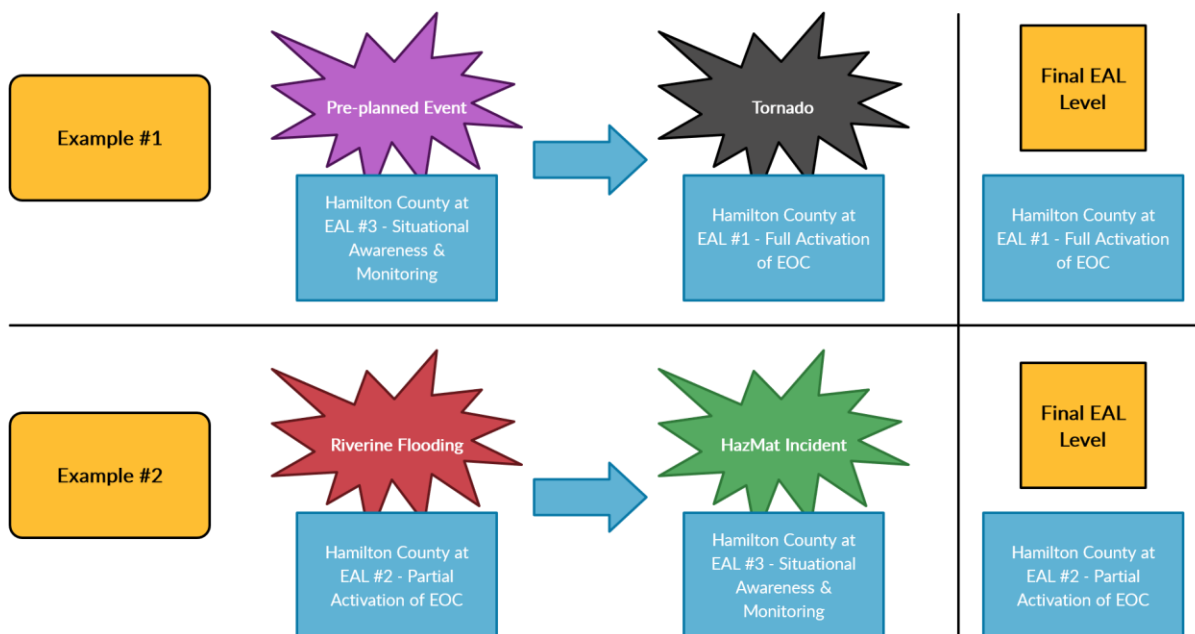
Hamilton County will prepare to receive state and federal assistance once confirmation and approval of the request has been received. Activities may include:

- Identification of staging areas for state and federal resources
- Identification of the state and/or federal missions that need to be addressed
- Identification of local liaisons to state and federal ESF representatives
- Coordinating state and federal assessment briefings
- Processing appropriate local documentation required for declaration/assistance

The EMHSA Director, his/her designee, or the EOC Coordinator will evaluate the status of the EOC including whether to maintain current operations or deactivate to Level 3 or below.

Simultaneous Incidents and Emergency Activation Levels

It is possible for multiple unrelated incidents to occur within Hamilton County simultaneously. For example, a hazardous materials incident may occur during riverine flooding, or a high wind and tornado event could occur during a pre-planned event. Though the two incidents alone would require different EALs to reflect the response, when occurring simultaneously Hamilton County's EAL will remain at whichever level is higher until the incidents are resolved.



Administration and Finance

Emergency management operations will be supported by administration and finance procedures, processes, resources, and personnel. In many cases, department representatives will use the same procedures and processes during emergency operations that are used during daily operations to manage similar functions. In other cases, unique emergency-related procedures and protocols may be accessed or developed to meet the needs of the emergency.

Hamilton County EMHSA will serve as the subject matter expert on issues addressing disaster administration and finance. In addition to finding answers to questions related to disaster administration and finance on behalf of the local jurisdictions, Hamilton County EMHSA will work closely with Hamilton County departments to ensure the county is following all administrative and finance issues appropriately. This may include working with Hamilton County Administration, particularly Human Resources and the Office of Budget and Strategic Initiatives, as well as Hamilton County Purchasing, including the Office of Procurement.

Response and short-term recovery efforts will generate increased costs for Hamilton County. These costs will primarily result from the deployment of personnel and equipment in support of emergency operations. While some personnel and equipment costs may be recoverable from state and federal agencies, it is unlikely that all costs will be reimbursed. To ensure reimbursement, county and local jurisdictions must document all costs associated with an incident.

Costs will be documented by the Finance Section in the EOC, if activated by the EOC Coordinator. If the Finance Section is not activated, documentation of cost will be the responsibility of the agency that makes the request, which shall be submitted to the Hamilton County EMHSA and logged in WebEOC. Additional

information regarding financial record keeping responsibilities can be found in the Hamilton County EOC Position Manual. Documentation should be provided to the Finance Section in order to:

- Provide cost breakdowns for all personnel hours worked to include straight time and overtime
- Provide cost breakdowns for all equipment purchased and/or leased
- Provide cost breakdowns for all professional services acquired
- Provide timely updated reports to the EOC Leadership Group
- Coordinate activities and resources with the OEMA

In order to obtain federal reimbursement for a disaster, the incident must be declared an emergency by the federal government. Reimbursement may be obtained from the State of Ohio without a declared emergency through Individual or Public Assistance Programs. The process is initiated through Hamilton County after a local or county declaration is made. This is consistent with the requirements as outlined in the Robert T. Stafford Act (P.L. 93-288).

The amount of reimbursement is based on several factors. However, in most instances, FEMA reimburses 75% of eligible costs. The remaining 25% is the responsibility of the local jurisdiction. If funding is available, the 25% may be split between the local jurisdiction, Hamilton County, and the State of Ohio.

Even with a state or federal disaster declaration, financial support for individuals affected by the disaster may be limited. Additional federal programs may be available to assist individuals such as low-interest loans through the U.S. Small Business Administration. Assistance may also be available through charitable organizations, volunteer donations, and insurance coverage.

Emergency Declarations

Declarations of a State of Emergency may be made when a disaster has reached a level where additional resources will be needed, or it is anticipated that the scale of the disaster shall exceed the capabilities of the jurisdiction. Emergency declarations may be made by any of the jurisdictions within Hamilton County as well as by Hamilton County itself. Hamilton County may declare a State of Emergency even if none of the jurisdictions within the county have done so. Whenever a local jurisdiction has declared a State of Emergency, EMHSA should be notified as soon as possible so it may begin determining what level of response may be required by the county to support the impacted jurisdiction.

While outside resources may be obtained through mutual aid agreements that do not necessitate a declaration, declaring a State of Emergency will facilitate the process of obtaining State, and possibly Federal, assets.

A State of Emergency may be verbally declared by the President of the BoCC upon finding that a disaster has occurred or the threat of a disaster is imminent within Hamilton County. If the President of the BoCC is absent from the county or incapacitated in any way, the Vice President may declare in the President's absence. If the President and Vice President of the BoCC is absent, the remaining County Commissioner may declare in their absence. A formally executed resolution shall then be prepared for the Board's signatures. A sample resolution can be found in Attachment #3 to this EOP.

Upon declaration of a State of Emergency the Hamilton County BoCC shall have certain powers as outlined in the Ohio Revised Code (ORC) Sections 307 – Board of County Commissioners – Powers, and 5502 – Department of Public Safety. The State of Emergency shall identify a specific number of days it will last and should not exceed that period unless renewed by a majority vote of the Hamilton County BoCC.

Organization and Assignment of Responsibilities

The following represents basic responsibilities accepted by elected officials, managers, departments and community agencies in response to a disaster. Law mandates some duties, while others are developed by departments and agencies to support continuity in emergency response efforts. Responsibilities listed are not all inclusive but should cover most major emergency operations. The roles and responsibilities of all positions within the Hamilton County EOC are outlined in the EOC Operations Manual.

Individual Jurisdictional Responsibilities

In order to facilitate coordination and to support the local jurisdictions before, during and after an incident, Hamilton County EMHSA has requested each of the 49 jurisdictions for the following:

- Designate an emergency management coordinator and/or a designated point of contact who can work with Hamilton County EMHSA on emergency management before, during and after disasters and who will communicate emergency management information to your jurisdiction as needed (send information to management, public works, police, fire, etc.).
- Create and maintain an EOP that addresses how the jurisdiction will respond to and recovery from hazards that are natural, technological, or man-made.
- Identify a place (EOC) to coordinate disaster response within the jurisdiction, a location where the response and recovery actions of the jurisdiction can be coordinated. Identify and train a team to staff the local EOC.
- Notify Hamilton County EMHSA if a local State of Emergency is declared or needed.
- Conduct and/or participate in regular trainings and exercises so all local government staff understand what their role will be in a disaster.
- Invite Hamilton County EMHSA to participate in public safety fairs, expos, etc. to share preparedness information with residents.
- Identify a damage assessment coordinator to lead the local damage assessment in the jurisdiction and share damage assessments with Hamilton County EMHSA. A damage assessment is required to begin the process to receive Individual and Public Assistance either from the state or FEMA.

Elected Officials in Hamilton County

Whether they are locally elected officials or county-level officials, elected officials play an important leadership role within Hamilton County as stakeholders who represent the interests of those who elected them to office. During all phases of the emergency management cycle, they play an important role. However, as stakeholders some elected officials may have a limited role in the Hamilton County EOC, in order to avoid potential conflicts of interest from competing response priorities and the allocation of limited resources. In support of disaster operations, elected officials should:

- Maintain situational awareness
- Consult with senior public safety officials and determine if Declaring a State of Emergency is necessary
- Understand the Federal Disaster Declaration Process and what funding may be available to assist with recovery
- Understand the resource request process and work within the system to avoid competing or conflicting requests
- Coordinate public messages with the Public Information Officer/JIC to ensure a coordinated message

Comprehensive Responsibilities

The following list of responsibilities is applicable to all agencies, organizations, and individuals who have a defined role as outlined in this EOP. This includes, but is not limited to, all Coordinating and Supporting

Agencies, the EOC Leadership Group, the EOC Coordinator, the EOC Liaison, all EOC Section Chiefs, and the chief elected and appointed officials within Hamilton County:

- Develop, maintain, and implement internal emergency operations procedures including relevant Standard Operating Procedures/Standard Operating Guides (SOPs/SOGs)
- Incorporate operational priorities into response activities
- Maintain an accurate alert roster for mobilizing during an EOC Activation
- Develop and regularly update internal resource listings of personnel, equipment, supplies, and services that would be used by the agency during emergencies. Ensure that emergency resources are operational and available
- Participate in Hamilton County's comprehensive training and exercise program

EOC Coordinator

The EOC Coordinator is ultimately responsible for managing the activities within the EOC. The EOC Coordinator may be a member of the Hamilton County EMHSA or a senior public safety official. Responsibilities for the EOC Coordinator may include:

- Ensure appropriate staffing levels for the Hamilton County EOC
- Ensure all required functions and processes are implemented and accomplished
- Continuously monitor organizational effectiveness ensuring that appropriate modifications occur as required
- Exercise overall management responsibility for coordination between the local jurisdictions, Hamilton County, OEMA or the federal government
- Assist in setting priorities for response efforts
- Approve documents produced in the EOC including the EOC-AP and Situation Report
- Approve requests for additional resources or for the release of resources
- Authorize release of information to the media

EOC Policy Group

The EOC Policy Group provides support to all the activities of the Hamilton County EOC. The Policy Group may have the authority or information necessary to expedite response actions. Responsibilities for the EOC Policy Group may include:

- Provide operational guidance for the EOC during activation
- Authorize additional fiscal resources required for the response
- Address legal questions or issues that arise as a result of preparedness, response, or recovery actions
- Maintain on-going communications with local executive elected officials in the affected jurisdictions
- Serve as spokesperson for the EOC if requested by the Public Information Officer/JIC
- Resolve potential conflicts that may arise if multiple jurisdictions are affected or there is a scarcity of resources

The EOC Policy Group shall be comprised of experienced or authorized individuals including, but not limited to, elected county officials, senior county decision makers, senior public safety officials, and high-level subject matter experts. The make-up of the Policy Group may change from incident to incident.

EOC General Staff

The EOC General Staff is comprised of the Section Chiefs who oversee the Operations, Planning, Logistics or Finance Sections within the EOC. These positions may be activated as needed at the discretion of the EOC Coordinator. When activated, Section Chiefs will ensure the coordination of activities between

Hamilton County and IC or, if activated, any local jurisdictional EOCs. The specific responsibilities for the EOC Section Chiefs are outlined in the Hamilton County EOC Position Manuals.

Emergency Support Functions

Responsibilities specific to each ESF can be found in the annexes below. Regardless of the ESF, every Coordinating and Supporting Agency has broad responsibilities listed below:

Coordinating Agencies

Coordinating Agencies provide overall coordination of the functional activities within each ESF. Responsibilities for Coordinating Agencies include:

- Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. Maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages
- Coordinate the activities of Supporting Agencies within their ESF to fulfill operational objectives
- Direct the activities of the ESF in conjunction with assistance from ESFs at the local, State, or Federal levels as applicable
- Collaborate with other Coordinating Agencies to ensure an effective response between ESFs
- Share ESF activity information with appropriate EOC personnel
- Stay informed to the ongoing activities of the agency/organization they represent

Supporting Agencies

Supporting Agencies provide support of the functional activities within each ESF. Supporting Agencies may have specific information or resources necessary to fulfill ESF activities. Responsibilities for Supporting Agencies include:

- Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. Maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages
- Inform ESF Coordinating Agency of response actions in support of operational objectives
- Assist the Coordinating Agencies in the completion of ESF activities as directed
- Stay informed to the ongoing activities of the agency/organization they represent

Plan Implementation

The Hamilton County EOP is unique compared to other plans utilized by Hamilton County to address different elements of disasters because the concepts discussed above are always ongoing as Hamilton County is constantly monitoring for threats, taking prevention actions, and coordinating information with our partners. There is no activation or deactivation of the plan.

Because the plan is always active, the concepts listed throughout the plan are implemented daily. Steps for implementing these concepts can be found in the *Hamilton County Emergency Management & Homeland Security Agency Duty Officer Manual* as well as in the *Hamilton County Emergency Operations Center Manual*. These two documents outline procedural actions taken by Hamilton County EMHSA to implement the concepts discussed in the plan above.

Logistics Support and Resource Requirements

In order to implement this plan, logistics support and resources may be needed. Logistical support includes support that may be provided by the organizations who provide support services such as communications support or safeguarding vital records. Examples include:

- The HCCC which maintains the County's email system, and
- The Hamilton County Auditor's Office which supports safeguarding vital records by supporting server sustainment.

Resource requirements focus on resources that are needed for daily operations of Hamilton County EMHSA which may include facilities for daily operations, communication equipment to notify and communicate with individuals regarding potential and actual incidents, and vital records.

Plan Development

The Hamilton County EOP was developed to be consistent with best practices in Emergency Management and utilized the guidance for developing EOPs as found in Comprehensive Preparedness Guide (CPG) 101. The plan structure mirrors the National Response Framework and the State of Ohio EOP in order to facilitate a coordinated response between Hamilton County, the State of Ohio, and the Federal Government.

Local jurisdictions in Hamilton County are given the opportunity to develop their local EOPs with staff from the Hamilton County EMHSA in order to ensure their plans can function in coordination with the Hamilton County EOP. The jurisdictions in Hamilton County are encouraged to also utilize CPG 101 for consistency and clarity in their planning efforts.

Hamilton County EMHSA is the primary agency responsible for coordinating the development, maintenance, and implementation of the Hamilton County EOP. A Core Committee was created to oversee updates to the Hamilton County EOP, with membership from all Coordinating Agencies identified in the plan as well as multiple Supporting Agencies. In addition, representatives from special segments of Hamilton County's population were included in the Core Committee to ensure a whole community approach. The Core Committee Members is listed in Attachment #4.

Over a multi-year period, Hamilton County EMHSA oversaw plan development by developing draft language for each section of the plan and administering meetings with external partners to review the concepts and language throughout the plan. Upon completion of a final draft of the plan, all Coordinating Agencies were sent a copy of the EOP to review and provide comment.

The Hamilton County EMHSA also submitted the plan to OEMA for review and approval. Upon approval by the OEMA and following the review from external organizations, the plan was discussed with the Hamilton County EMHSA Executive Committee and a draft was sent for review. The Hamilton County EMHSA Executive Committee is listed in Attachment #5.

Following review by the Hamilton County EMHSA Executive Committee, the plan was sent to the Hamilton County BoCC for promulgation. The Promulgation can be found at the front of the plan.

Once the plan has been approved and promulgated, a copy is sent to all Coordinating and Supporting Agencies identified in the plan. These agencies are responsible for reviewing the plan, and for maintenance of internal plans, SOGs, notification rosters, and resource data to ensure prompt and effective response to emergencies. The Hamilton County EMHSA will provide assistance for disaster planning activities as needed and facilitate all ESF meetings.

The plan was distributed as outlined in the Record of Distribution at the front of the plan.

Plan Maintenance

Evaluation

The EOP will be evaluated through periodic reviews of the plan and when the plan is implemented during exercises and real-world events. Elements to consider when reviewing the plan include:

- Whether any changes have occurred to personnel identified in the plan with responsibilities,
- Whether there were any changes to applicable state or local legislation, and/or
- Whether any specific areas of improvement were identified after the plan was implemented during exercises and real-world events.

The Hamilton County EMHSA is responsible for initiating a review of this plan annually. These reviews may occur more frequently. Reviews will be documented in the Revision History section of this plan.

Revision

The EOP will be revised by the Hamilton County EMHSA when plan updates are identified during plan reviews. Plan updates may be based on changes to policy or county structure and/or based on lessons learned and areas of improvement identified through events, drills, exercises, or after-action reviews. Any changes to this plan will be documented in the Revision section of this plan.

Major revisions, those which significantly alter or establish new policy, must be reviewed and approved by the Hamilton County EOP Core Committee, which should meet at least one per year regardless of whether any changes are required. Any changes to individual ESF annexes should be reviewed and approved by the Coordinating Agency of that ESF. Minor revisions may be made by the Hamilton County EMHSA as needed.

Plan revision will occur at least annually in accordance with the review of the plan; however, plan updates may occur more frequently than this timeline. This plan revision should include a review of at least three ESFs and the Basic Plan. And complete revision of the EOP should occur every four years and include review by the OEMA.

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Emergency Planning and Notification, 40 C.F.R. § 355 (2012).

Homeland Security Presidential Directive 5

Presidential Policy Directive 8 – National Preparedness

33 U.S.C. 1342 – National Pollutant Discharge Elimination System

Public Law 92-500 – Clean Water Drinking Act

Public Law 100-707 – Robert T. Stafford Disaster Relief and Emergency Assistance Act

Public Law 104-182 – Safe Drinking Water Act Amendments of 1996

Public Law 104-321 – Emergency Management Assistance Compact

Public Law 106-390 – Disaster Mitigation Act of 2000

Public Law 107-296 – Homeland Security Act of 2002

Public Law 109-295 – Title VI – Post-Katrina Emergency Management Reform Act of 2006

Public Law 109-308 – Pets Evacuation and Transportation Standards Act of 2006

State

Ohio Administrative Code 1301:7-7-01(D)(11) – Authority at Fires and Other Emergencies

Ohio Administrative Code 3701-29 – Sewage Treatment Systems

Ohio Administrative Code 3750-20 – Emergency Planning

Ohio Administrative Code 4123:1-21-07 – Fire Department Occupational Safety and Health

Ohio Administrative Code 4501:3 – Emergency Management Agency

Ohio Revised Code 149.433 – Exempting Security and Infrastructure Records

Ohio Revised Code 161 – Emergency Interim Government

Ohio Revised Code 305 – Board of County Commissioners – Generally

Ohio Revised Code 307 – Board of County Commissioners – Powers

Ohio Revised Code 329 – County Department of Job and Family Services

Ohio Revised Code 2305.2310 – Civil immunity for architects, contractors, engineers, surveyors, and tradespersons providing volunteer services

Ohio Revised Code 3345.26 – Board of Trustees or President May Declare State of Emergency

Ohio Revised Code 3701 – Department of Health

Ohio Revised Code 3707.01 – Powers of board – abatement of nuisances

Ohio Revised Code 3718 – Sewage Treatment Systems

Ohio Revised Code 3750 – Emergency Planning

Ohio Revised Code 3781.03 – Enforcement – supervision – records

Ohio Revised Code 5502 – Department of Public Safety

Local

Hamilton County Resolution dated September 27, 1989 – Resolution Authorizing the Enactment of County Emergency Management Agreements

Hamilton County Resolution dated June 7, 2006 – Designation of the National Incident Management System (NIMS) as the Basis for All Incident Management in Hamilton County

Hamilton County Resolution dated June 20, 2023 – Resolution Endorsing the Participation of County Employees in Assisting with Responding and Recovering During a Declared Emergency or Disaster

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Acronyms and Glossary

Acronyms

AAR	After Action Review
ACC	Alternative Care Centers
ADA	Americans with Disabilities Act
AHJ	Authority Having Jurisdiction
ARES	Amateur Radio Emergency Service
ARU	Aerial Reconnaissance Unit
B+I	Building + Inspections
BoCC	Board of County Commissioners
CAD	Computer-Aided Dispatch
CAGIS	Cincinnati Area Geographic Information Systems
CAMEO	Computer-Aided Management of Emergency Operations
CAP	Civil Air Patrol
CART	County Animal Response Team
CBRNE	Chemical, Biological, Radiological, Nuclear, and Explosive
CCS	County Control Station
CERT	Community Emergency Response Team
CFD	Cincinnati Fire Department
CFR	Code of Federal Regulations
CHEMTREC	Chemical Transportation Emergency Center
CIKR	Critical Infrastructure/Key Resource
CIMS	Communications & Information Management System
CMBP	Charles M. Bolton Wellfield
COAD	Community Organizations Active in Disaster
CLG	Center for Local Government
CPG	Comprehensive Preparedness Guide
CRD	Compact Rapid Deployable
CVR2	Community Vulnerability Risk and Resiliency
DAT	Damage Assessment Team
DFO	Disaster Field Office
DHS	U.S. Department of Homeland Security
DMCA	Debris Management Coordinating Agency
EAL	Emergency Activation Level
EAS	Emergency Alert System
ECC	City of Cincinnati Emergency Communications Center
EHS	Extremely Hazardous Substance
EMAC	Emergency Management Assistance Compact
EMHSA	Emergency Management & Homeland Security Agency
EMS	Emergency Medical Services
EMT	Emergency Medical Technician
EOC	Emergency Operation Center
EOC-AP	Emergency Operations Center Action Plan
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency

EPCRA	Emergency Planning and Community Right to Know Act
ERG	US DOT Emergency Response Guidebook
ERS	Ohio Fire Service Emergency Response System
ESF	Emergency Support Function
ETS	City of Cincinnati Enterprise Technology Solutions
FAC	Family Assistance Center
FE	Functional Exercise
FEMA	Federal Emergency Management Agency
FSE	Full Scale Exercise
GCFC	Greater Cincinnati Fusion Center
GCHMCC	Greater Cincinnati Harbor & Maritime Cooperative Committee
GCHMU	Greater Cincinnati Hazardous Material Unit
GCWW	Greater Cincinnati Water Works
GETS	Government Emergency Telecommunications Service
GIS	Geographic Information System
GLO	Guard Liaison Officer
HazMat	Hazardous Material(s)
HAZWOPER	Hazardous Waste Operations and Emergency Response
HCCC	Hamilton County Communications Center
HCDOES	Hamilton County Department of Environmental Services
HCEO	Hamilton County Engineer's Office
HCFCA	Hamilton County Fire Chief's Association
HCPH	Hamilton County Public Health
HCSO	Hamilton County Sheriff's Office
HMO	Hazardous Materials Officer
HMRS	Hazardous Materials Research Specialist
HMSO	Hazardous Materials Safety Officer
HSGP	Homeland Security Grant Program
IAP	Incident Action Plan
IC	Incident Command(er)
ICP	Incident Command Post
ICS	Incident Command System
ILO	Intelligence Liaison Officer
IMAAC	Interagency Modeling and Atmospheric Assessment Center
IMAC	Intrastate Mutual Aid Compact
IMAT	Incident Management Assistant Team
IMT	Incident Management Team
IPAWS	Integrated Public Alert & Warning System
JFS	Job & Family Services
JIC	Joint Information Center
JIS	Joint Information System
LEPC	Local Emergency Planning Committee
LHD	Local Health Department
MAA	Mutual Aid Agreement

MARCS	Multi-Agency Radio Communication System
MCI	Mass Casualty Incident
MHRSB	Mental Health and Recovery Services Board
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
MSD	Metropolitan Sewer District of Greater Cincinnati
NFPA	National Fire Protection Association
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center
NWS	National Weather Service
OAC	Ohio Administrative Code
ODNR	Ohio Department of Natural Resources
ODOT	Ohio Department of Transportation
ODRC	Ohio Department of Rehabilitation and Corrections
OEMA	Ohio Emergency Management Agency
OEPA	Ohio Environmental Protection Agency
OFCA	Ohio Fire Chief's Association
Ohio WARN	Ohio Water/Wastewater Agency Response Network
OHM-EEM	Ohio Hazardous Material Exercise and Evaluation Manual
OHTF-1	Ohio Task Force One
ONG	Ohio National Guard
ORC	Ohio Revised Code
ORS	Ohio Fire Service Emergency Response System
ORWA	Ohio Rural Water Association
OSC	On-Scene Coordinator
OSHA	Occupational Health and Safety
OTS	Official Traffic Stations
PIO	Public Information Officer
PODS	Points of Dispensing
POETE	Planning, Organization, Equipment, Training & Exercise
PPE	Personal Protective Equipment
PSAP	Public Service Answering Point
R2R	Ready to Recover
ROC	City of Cincinnati – Hamilton County Regional Operation Center
RTCC	Real Time Crime Center
RTICP	Regional Tactical Interoperable Communications Plan
SAR	Search and Rescue/Suspicious Activity Report
SARA	Superfund Amendment and Reauthorization Act
SatCOLT	Satellite Cell on Light Truck
SDS	Safety Data Sheets
SEAR	Special Event Assessment Rating
SERC	State Emergency Response Commission
SHSP	State Homeland Security Program
SitRep	Situation Report
SME	Subject Matter Expert

SNS	Strategic National Stockpile
SOG	Standard Operating Guide
SOP	Standard Operating Procedure
SOSINK	Southern Ohio, Southeastern Indiana, and Northern Kentucky Region
STACC	Statewide Terrorism Analysis & Crime Center
TAC	Technical Advisory Committee
TF-1	Loveland-Symmes Task Force 1
THIRA	Threat & Hazard Identification and Risk Assessment
TOW	Tower on Wheels
TPQ	Threshold Planning Quantity
TTX	Tabletop Exercise
UAS	Unmanned Aircraft Systems
UASI	Urban Area Security Initiative
UAV	Unmanned Aerial Vehicle
UC	Unified Command
UHF	Ultra-High Frequency
USAR	Urban Search & Rescue
U.S. EPA	United States Environmental Protection Agency
U.S. DOT	United States Department of Transportation
VHF	Very High Frequency
VPN	Virtual Private Network
VRC	Volunteer Reception Center
WMD	Weapons of Mass Destruction
WPS	Wireless Priority Service

Glossary

Aerial Search and Rescue - Aerial search and rescue is the use of drones, helicopters and/or other flying equipment to search for missing persons. This technique is particularly useful in mountainous or difficult to access terrains or geographically dispersed search areas.

Assembly Point – A location outside the evacuated area that can accommodate many vehicles and serves as the initial gathering place for those individuals who have withdrawn from the risk area.

Capability Assessment – After conducting a Hazards Analysis, “[t]he next step for the jurisdiction is to assess its current capability for dealing with the hazards that have been identified... Current capability is determined against standards and criteria FEMA has established as necessary to perform basic emergency management functions, e.g., alerting and warning, evacuation, emergency communications. The resulting information provides a summary of the capabilities that exist and upon which current plans should be prepared...and leads to the identification of the jurisdiction’s weaknesses.”

Catchment – A catchment is an area where water is collected by the natural landscape.

Certificate of Occupancy – The certificate issued by the Building Official which permits the use of a building in accordance with the approved plans and specifications, and which certifies compliance with the provisions of law for the use of occupancy of the building in its several parts together with any special stipulations or conditions of the building permit.

Chemical Transportation Emergency Center (CHEMTREC) – A program providing information and/or assistance to emergency responders. CHEMTREC contacts the shipper or producer of the material for more detailed information, including on-scene assistance when feasible. CHEMTREC can be reached 24 hours a day by calling 1-800-424-9300.

Cleanup Actions – Actions taken to deal with a release or threatened release of hazardous substances that could affect public health and/or the environment. Broadly describes various response actions or remedial actions such as investigations or studies.

Combined Sewer System – A combined sewer is a type of gravity sewer with a system of pipes, tunnels, pump stations, etc. to transport sewage and urban runoff together to a sewage treatment plant or disposal site. This means that during rain events, the sewage gets diluted, resulting in higher flowrates at the treatment site.

Command Post – Facility located at a safe distance upwind from an accident site where the on-scene coordinator, responders, and technical representatives can make response decisions, deploy manpower and equipment, maintain liaison with media, and handle communications.

Communication(s) – The transference of information and may involve the representation, transfer, interpretation, and processing of data among persons, places, and machines. The term may also refer to the transmission, emission, or reception of signs, signals, writing, images, and sounds or intelligence of any nature by wire, radio, optical, or other electromagnetic systems

Coordinating Agency – An ESF coordinating agency is a county entity with significant authorities, roles, resources, or capabilities for a particular function within an ESF. ESFs may have multiple Coordinating Agencies, and the specific responsibilities of those agencies are articulated within the relevant ESF Annex.

Cost Recovery – A legal process where potential responsible parties can be required to pay back responders money spent on response/cleanup.

Critical Facilities – Facilities essential to emergency response, such as fire stations, police stations, hospitals, and communication centers.

Debris Management Coordinating Agency – The single point of contact responsible for managing, overseeing, and coordinating debris operations for the county.

Debris Management Site – A location for local jurisdictions to temporarily store, reduce, segregate, and/or process debris before it is hauled to its final disposition. It is frequently used to increase the operational flexibility when landfill space is limited or when the landfill is not in close proximity to the debris removal area.

Debris Removal – Process involving waste collection, separating, hauling, and disposal.

Demolition – The act or process of reducing a structure, as defined by State or local code, to a collapsed state.

Disaster – An event in which a community undergoes severe danger and incurs, or is threatened to incur, such losses to persons and/or property that the resources available within the community are exceeded. In disasters, resources from beyond the local jurisdiction, that is State or Federal level, are required to meet the disaster demands.

Dry Well – An underground structure that disposes of unwanted water, most commonly surface runoff and stormwater and in some cases greywater. It is a gravity-fed, vertical underground system that captures surface water from impervious surfaces, then stores and gradually infiltrates the water into the groundwater aquifer.

Emergency – An unexpected event which places life and/or property in danger and requires an immediate response through the use of routine community resources and procedures. Emergencies occur daily within Hamilton County and can usually be addressed by the resources of the local jurisdiction. Though the impact to individuals may be great, emergencies are not necessarily a disaster.

Emergency Alert System – The Emergency Alert System (EAS) is a national public warning system that requires broadcasters, cable television systems, wireless cable systems, satellite digital audio radio service (SDARS) providers, and direct broadcast satellite (DBS) providers to provide the communications capability to the President to address the American public during a national emergency. The system also may be used by state and local authorities to deliver important emergency information, such as AMBER alerts and weather information targeted to specific areas.

Emergency Management Assistance Compact – The Emergency Management Assistance Compact (EMAC) is the nation's state to state mutual aid system. EMAC has been ratified by Congress and is law in all 50 states, the District of Columbia, Puerto Rico, Guam, and the U.S. Virgin Islands.

Emergency Operations Center (EOC) – The physical location at which the coordination of information and resources to support incident management (on-scene operations) activities normally takes place. An EOC may be a temporary facility or may be located in a more central 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, tribal, city, county), or some combination thereof.

Emergency Operations Plan – EOPs are multi-hazard, functional plans that treat emergency management activities generically. EOPs provide for as much generally applicable capability as possible without reference to any particular hazard. Unique aspects of individual disasters are addressed in hazard-specific appendices.

Emergency Planning and Community Right-To-Know Act of 1986 – Specifies requirements for organizing the planning process at the State and local levels for specified extremely hazardous substances; minimum plan content; requirements for fixed facility owners and operators to inform officials about extremely hazardous substances present at the facilities; and mechanisms for making information about extremely hazardous substances available to citizens.

Emergency Support Function – Emergency Support Functions (ESFs) is the grouping of governmental and certain private sector capabilities into an organizational structure to provide support, resources, program implementation, and services that are most likely needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal following domestic incidents.

Evacuation – The temporary movement of people in response to community threats, damage, or disruptions. Evacuation is the movement of people when an unacceptable degree of risk is perceived FROM someplace, TO someplace, FOR some period of time, and RETURN.

Evacuation Zone – A geographically defined area that includes the fire service Hazard Zone and an extended area that could or would be at risk during a hazardous material release.

Exercise – A simulated accident or release set up to test emergency response methods and for use as a training tool.

Extremely Hazardous Substances (EHS) – A list of chemicals identified by EPA on the basis of toxicity, and listed under Title III of SARA.

Facility – Defined in Section 302 of Title III of SARA as all buildings, equipment, structures, and other stationary items which are located on a single site or on contiguous or adjacent sites and which are owned or operated by the same person (or by any person which controls, is controlled by, or under common control with such person). For purposes of emergency release notification, the term includes motor vehicles, rolling stock, and aircraft.

Fire/Rescue Response – A response by the Fire Department, any of its personnel, or any of its equipment arising from a call from any person, property owner, law enforcement agency, fire or emergency response unit of another governmental entity, emergency medical response unit (public or private) or as dispatched by the Fire Department itself. A fire/rescue response shall include, but not limited to response for fire, motor vehicle accident, hazardous material release or discharge, structure collapse or explosion.

Franchise Agreement – A contract under which the franchisor grants the franchisee the right to operate a business, or offer, sell, or distribute goods or services identified or associated with the franchisor's trademark.

Functional and Access Needs Groups – of people that may be more susceptible than the general population (due to preexisting health conditions (e.g., asthmatics) or age (e.g., infants and the elderly) to the toxic effects of an accidental release.

Geographic Information System – Geographic information system (GIS) is a system designed to capture, store, manipulate, analyze, manage, and present all types of spatial or geographical data.

Hamilton County Communications Center – The Hamilton County Communications Center (HCCC) is a 24-hour, 7-day a week public safety communication system that provides emergency dispatch services and 9-1-1 call answering for 42 jurisdictions in Hamilton County. Additionally, HCCC coordinates communications for 105 police, fire and EMS departments. HCCC may also issue Emergency Alert System (EAS) broadcasts for the County and AMBER Alert broadcasts.

Hazard – A Hazard is a natural, technological or social phenomenon that poses a threat to people and their surroundings (in terms of both the natural and the built environment) that may cause the loss of life or injury, property damage, social and economic disruption or environmental degradation.

Hazard Analysis – Hazard analysis is the process of recognizing hazards that may arise from a system or its environment, documenting their unwanted consequences and analyzing their potential causes. For a hazardous materials release, this means the procedure for identifying potential sources of a hazardous materials release, determining the vulnerability of an area to a hazardous materials release, and comparing hazards to determine risks to a community.

Hazards Identification – A method of identification that provides information on which facilities have extremely hazardous substances (EHSs) what those chemicals are, and how much there is at each facility. The system also provides information on how the chemicals are stored and whether they are used at high temperatures. Mandatory facility reporting under Title III will provide most of the information needed for hazards identification.

Hazardous Material – Any substance or material in a quantity or form which may be harmful to humans, animals, crops, water systems, or other elements of the environment if accidentally released. Hazardous materials include: explosives, gases (compressed, liquefied, or dissolved), flammable and combustible liquids, flammable solids or substances, oxidizing substances, poisonous and infectious substances, radioactive materials, and corrosives.

Hazardous Substances – Any material that poses a threat to public health and/or the environment. Typical hazardous substances are materials that are toxic, corrosive, ignitable, explosive, or chemically reactive.

Incident Command Post – The field location at which the primary tactical-level, on-scene incident command functions are performed.

Incident Commander – The individual in charge of the incident as defined by SOP or appropriate authority. In an evacuation, it is possible that Incident Command may be passed from a fire official to another government representative once the source of the threat has been neutralized and fire apparatus is released from the scene.

Incident Command System – The Incident Command System (ICS) is a standardized approach to the command, control, and coordination of emergency response providing a common hierarchy within which responders from multiple agencies can be effective.

Incident Management Team/Incident Management Assistance Team – A group assembled for the purpose of completing and/or enhancing the incident command system at the local or state level. The purpose of the IMT is to provide a valuable resource for state and local Incident Command/Unified Command staff at the scene of an emergency or disaster. The IMT does not assume or divide authority, they support the Incident Commander.

Intrastate Mutual Aid Compact – The Ohio Intrastate Mutual Aid Compact (IMAC), Ohio Revised Code Section 5502.41, was updated on July 3, 2012. IMAC is mutual aid agreement through which all political subdivisions can request and receive assistance from any other political subdivisions in the state; many of the administrative and legal issues are resolved in advance of an incident. All political subdivisions are automatically part of IMAC. The definition of political subdivision is broad and includes not only counties, municipal corporations, villages and townships, but also port authorities, local health districts, joint fire districts, and state institutions of higher education.

Joint Information Center – The Joint Information Center (JIC) is a central location that facilitates operation of the Joint Information System. A location where personnel with public information responsibilities perform critical emergency information functions, crisis communications, and public affairs functions.

Joint Information System – The Joint Information System (JIS) provides the mechanism to organize, integrate, and coordinate information to ensure timely, accurate, accessible, and consistent messaging across multiple jurisdictions and/or disciplines with nongovernmental organizations and the private sector.

Local Emergency Planning Committee (LEPC) – A committee appointed by the State Emergency Response Commission (SERC), as required by Title III of SARA, to formulate a comprehensive hazardous materials emergency plan for its district.

Local Jurisdictions – In Hamilton County, local jurisdiction refers to cities, villages and townships that are a part of Hamilton County. Disasters begin and end at the local level. Local jurisdictions must plan and prepare for disasters in the same way Hamilton County, the State of Ohio, and the federal government

do. While they may not have the resources that the county, state, or federal government have, local jurisdictions will still be the first provider of emergency services.

Maritime/Coastal/Waterborne Search and Rescue – Waterborne search and rescue consist of searching navigable waters, lakes, rivers, and swamps for overdue boats, ships, personal watercraft, swimmers, kayakers, etc. Waterborne Search and Rescue is primarily conducted by watercraft and aircraft.

Mass Notification – A mass notification system is defined as a platform to deliver a message to a small or large group of people. Traditionally these systems offered one-way message delivery via email, text message or reverse 911 calling mechanisms.

Mutual Aid – In emergency services, mutual aid is an agreement among emergency responders to lend assistance across jurisdictional boundaries. This may occur due to an emergency response that exceeds local resources, such as a disaster or a multiple-alarm fire. Mutual aid may be ad hoc, requested only when such an emergency occurs. It may also be a formal standing agreement for cooperative emergency management on a continuing basis, such as ensuring that resources are dispatched from the nearest fire station, regardless of which side of the jurisdictional boundary the incident is on.

Mutual Aid Agreement (MAA) / Memorandum of Understanding (MOU) – A formal (written) or informal understanding between jurisdictions or agencies that describes methods and types as assistance available between two or more entities during emergencies.

National Incident Management System – The National Incident Management System (NIMS) is a systematic, proactive approach to guide departments and agencies at all levels of government, nongovernmental organizations, and the private sector to work together seamlessly and manage incidents involving all threats and hazards—regardless of cause, size, location, or complexity—in order to reduce loss of life, property and harm to the environment. The NIMS is the essential foundation to the National Preparedness System (NPS) and provides the template for the management of incidents and operations in support of all five National Planning Frameworks.

Occupancy – The purpose for which a building or portion thereof is used.

Ohio Homeland Security Region 6 – The State of Ohio is divided into eight Homeland Security Planning Regions. Hamilton County is a part of Region 6 which includes Adams, Brown, Butler, Clermont, Clinton, Highland, and Warren Counties.

On-Scene Coordinator (OSC) – The OSC is the pre-designated agent of the EPA to provide direction and coordination of pollution control efforts at the scene of a spill or release. The OSC determines pertinent facts about the spill, such as the nature, amount and location, direction the material is traveling, resources and installations that may be effected and methods of protection. The OSC shall coordinate the needed resources for containment and cleanup operations.

Potable Water – Water which is approved for drinking purposes by the state or local authority having jurisdiction.

Plume – Effluent cloud resulting from a continuous source release.

Reception Center – Location set aside for registering, monitoring, decontamination (if needed) and assigning to a shelter, members of the evacuating public.

Reconnaissance – A preliminary survey to gain information.

Response – The efforts to minimize the risks created in an emergency by protecting the people, the environment, and property, and the efforts to return the scene to normal pre-emergency conditions.

Right-of-Way – The right or rights-of-way are the portions of land over which facilities such as highways, railroads, or power lines are built. It includes land on both sides of the facility up to the private property line.

Risk – A measure of the probability that damage to life, property, and/or the environment will occur if a hazard manifests itself; this measure includes the severity of anticipated consequences to people.

Risk Analysis – Assessment of the probable damage that may be caused to the community by a hazardous substance release.

Rural Fire – A rural fire is the unplanned and uncontrolled fire of combustible vegetation (e.g., trees, grass and peat) in areas with limited populations and structures. These fires start in rural areas and can extend to wildland, suburban and urban ones.

Sanitary Sewers – An underground pipe or tunnel system for transporting sewage from houses and commercial buildings (but not stormwater) to a sewage treatment plant for disposal.

Settling Reservoir – A basin or series of basins that are used to suspend impurities from liquids by gravity precipitation at decreased flow rates.

Shelter – A facility used to protect, hose, and supply the essential needs of designated individuals during the period of an emergency. A shelter may or may not be specifically constructed for such use, depending on the type of emergency and the specific programmatic requirements.

Staging Area – An area designated by the Incident Commander for the temporary assignment of equipment or human resources that could be used during an incident.

State Emergency Response Commission (SERC) – Commission appointed by each State governor according to the requirements of Title III of SARA. Duties of the commission include designating emergency planning districts, appointing local emergency planning committees (LEPCs), supervising and coordinating the activities of planning committees, reviewing emergency plans, receiving chemical release notifications, and establishing procedures for receiving and processing requests from the public for information.

Standard Operating Procedures (SOPs) – A checklist or set of procedures that instruct the user of the document on how to accomplish a given task, i.e., proper procedures for decontaminating personnel and equipment. SOPs are generally written in step-by-step formats.

Storm Sewers – Infrastructure designed to drain excess rain and ground water from impervious surfaces such as paved streets, car parks, parking lots, footpaths, sidewalks, and roofs. Some storm drains mix stormwater (rainwater) with sewage, either intentionally in the case of combined sewers, or unintentionally.

Structural Collapse – A structural collapse is when structures whose ability to remain self-supporting have been compromised, either partially or entirely. It often threatens human life and health.

Structural Firefighting – Structural firefighting means the activities of rescue, fire suppression, and property conservation in buildings, enclosed structures, or like properties that are involved in a fire or emergency-situation.

Suburban Fire – A suburban fire occurs in the expanse between urban and rural areas and can expand to either. Suburban areas consist of a wide variety of structures such as residential dwellings, mid- and high-rise buildings, commercial areas, and industrial buildings.

Superfund – The common name used for the Comprehensive Response, Compensation and Liability Act. A trust fund established to provide money the OSC can use during a cleanup.

Superfund Amendments and Reauthorization Act (SARA) – Modifications to the CERCLA enacted on October 17, 1986.

Supporting Agency – Support Agencies are those entities with specific capabilities or resources that support the Coordinating Agency in executing the mission of the ESF.

Surface Water Rescue – Surface water rescue, also called top water rescue, is defined as the rescue of a person who is afloat on the surface of a body of water.

Swiftwater Rescue – Swiftwater rescue is a technical rescue specialty that consists of rescuing stranded and/or trapped victims from water moving at speeds more than 1.5 knots. Swiftwater operations can be conducted from the ground, with boats and/or aerial assets.

Threat and Hazard Identification and Risk Assessment – The Threat and Hazard Identification and Risk Assessment (THIRA) is a 3-step common risk assessment process that helps the Whole Community—including individuals, businesses, faith-based organizations, nonprofit groups, schools and academia and all levels of government—understand its risks and estimate capability requirements. The THIRA process helps communities map their risks to the core capabilities, enabling them to determine whole-community informed desired outcomes, capability targets, and resources required to achieve their Capability Targets.

Threshold Planning Quantity – A quantity designated for each chemical on the Extremely Hazardous Substances (EHS) that triggers notification by facilities to the State Emergency Response commission (SERC) that such facilities are subject to emergency planning under Title III of SARA.

Trench Rescue – Trench rescues consist of narrow excavation below the surface of the earth where the depth is greater than the width at the bottom.

Urban Fire – Urban fire occurs primarily in cities or towns with the potential to rapidly spread to adjoining structures. These fires damage and destroy homes, schools, commercial buildings, and vehicles.

Unified Command – In the Incident Command System, a Unified Command is an authority structure in which the role of incident commander is shared by two or more individuals, each already having authority in a different responding agency.

Urban Search and Rescue – USAR includes but is not limited to locating, extracting, and providing immediate emergency medical assistance to victims trapped in a collapsed structure.

Vulnerability Analysis – Assessment of elements in the community that are subject to damage should a hazardous material release occur; includes gathering information on the extent of the vulnerable zone,

conditions that influence the zone, size and type of the population within the zone, private and public property that might be damaged, and the environment that might be affected.

Water Rescue – Locating and removing persons from moving or standing bodies of water both surface and subsurface.

Wet Weather Facilities – Used to treat an excess flow of water, generally rainwater, that inundates collection and treatment plants. These facilities are utilized during severe weather that results in a magnitude of water larger than routinely managed.

Wildfire/Wildland Fire – A wildfire or wildland fire is any non-structural fire, other than prescribed fire (controlled burning), that occurs in areas of combustible vegetation on land that has not been cultivated, especially land set aside and protected as wilderness. Depending on the type and location of impacted vegetation, a wildfire can also be classified more specifically as a forest fire, brush fire, bush fire, grass fire, hill fire, peat fire, or vegetation fire.

Wildland Urban Interface – The zone of transition between occupied land and human development. It is the line, area or zone where structures and other human development meet or intermingle with undeveloped wildland or vegetative fuels.

Attachment #1 – Hamilton County Staging Areas

North Staging Sites			
#	Name/Address	Longitude	Latitude
1	Forest Fair/ Cincinnati Mills Mall Parking Lot 600 Cincinnati Mills Drive – Forest Park	84°30'54.11"W	39°18'08.62"N
2	Hamilton County Communications Center – Civic Center Drive 2377 Civic Center Drive – Area by Comm Center/Library/Sheriff's Office	84°33'58.30"W	39°16'47.48"N
3	Springdale Municipal Complex – 12147 Lawnview Avenue Near Exit 41 off of I-275 – Next to Station 90	84°29'03.21"W	39°17'22.80"N

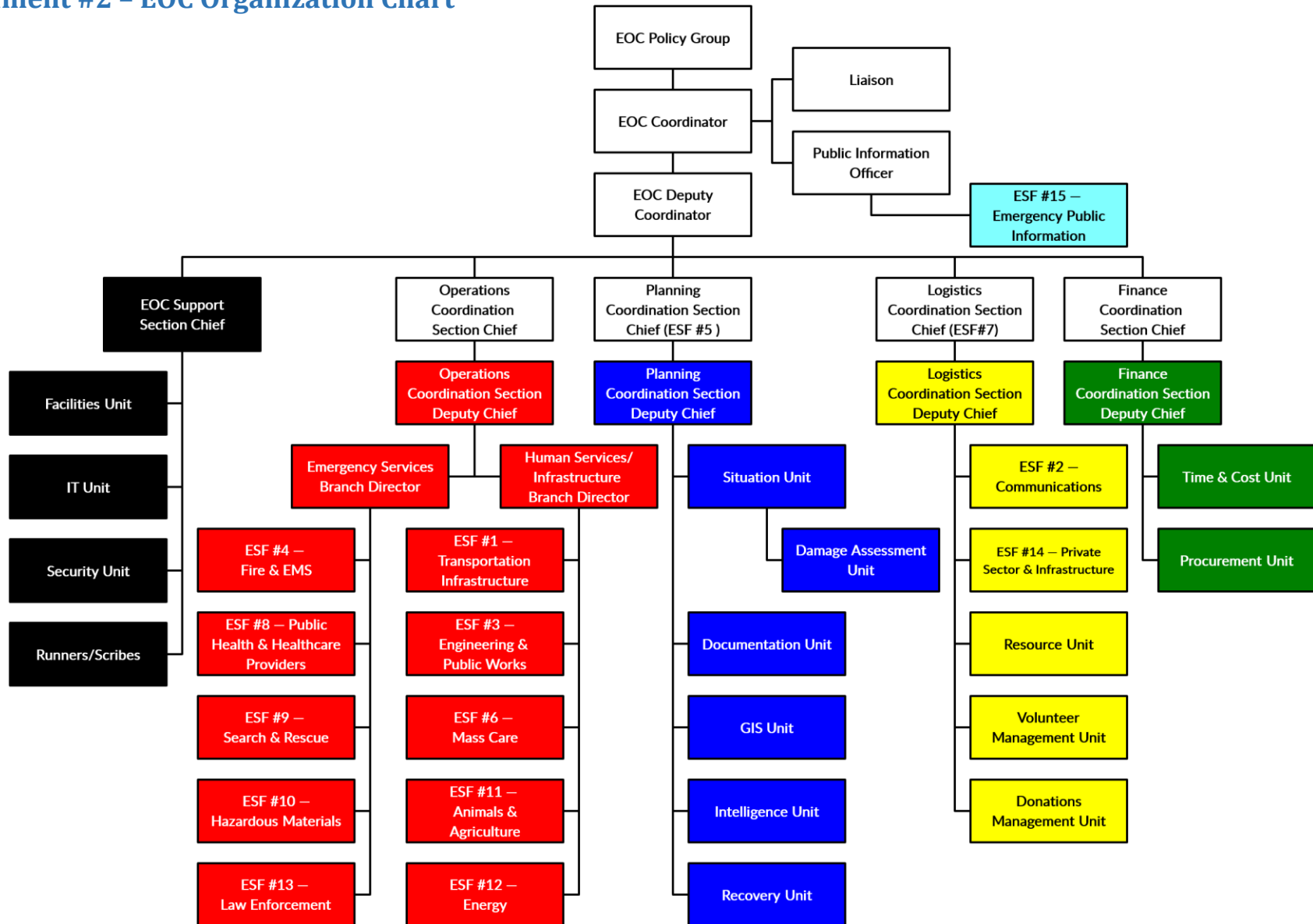
West Staging Sites			
#	Name/Address	Longitude	Latitude
1	Whitewater Crossing Christian Church 5771 State Route 128 – Whitewater Township	84°44'00.56"W	39°12'18.65"N
2	Blue Rock Road @ I-275 Exit 31 off I-275	84°37'41.19"W	39°14'06.10"N
3	Kilby Road @ I-275 Kilby Road Area at Interchange Exit 21 off I-275	84°46'41.64"W	39°11'10.50"N

Central Staging Sites			
#	Name/Address	Longitude	Latitude
1	Hamilton County Fairground 77 th Street and Vine Street - Carthage	84°28'26.89"W	39°12'02.58"N
2	Princeton High School Complex – 100 Viking Way Sharon Road and Chester Road – Exit 15 off I-75	84°26'40.07"W	39°16'14.70"N

East Staging Sites			
#	Name/Address	Longitude	Latitude
1	Coney Island/Riverbend/River Downs/Belterra Kellogg Avenue and Sutton Avenue – Anderson Township	84°25'00.45"W	39°03'22.05"N
2	Loveland Madeira Road @ I-275 Exit 52 off I-275 – Area by Lake Isabella Park	84°18'05.07"W	39°14'20.86"N
3	Milford Parkway @ I-275 Milford Parkway Interchange, Exit 59 off I-275	84°15'57.54"W	39°09'31.24"N

South Staging Sites			
#	Name/Address	Longitude	Latitude
1	The Cincinnati Museum Center Union Terminal – 1301 Western Avenue – Cincinnati	84°31'57.06"W	39°06'33.65"N
2	West 2 nd Street @ Elm Street – Transportation Center 2 nd Street area at Northeast side of Paul Brown Stadium	84°30'55.14"W	39°05'50.77"N

Attachment #2 - EOC Organization Chart



Attachment #3 – Sample Emergency Declaration

Declaration of State of Emergency

WHEREAS, Hamilton County, Ohio, has been affected by ____ [type of hazard] ____ on ____ [date & time] ____ which has ____ [brief summary of the damage and situation assessment from the hazard] ____, and;

WHEREAS, such conditions can endanger health, safety and welfare of persons and property within the border of Hamilton County, Ohio and;

WHEREAS, the event may exceed all locally available public and private resources available to alleviate the effects of this disaster.

NOW, THEREFORE, BE IT RESOLVED that the Hamilton County Board of County Commissioners, declares a State of Emergency exists in Hamilton County and that we hereby invoke and declare those portions of the Ohio Revised Code, which are applicable to the conditions and have caused the issuance of this proclamation, to be in full force and effort in the county for the exercise of all necessary emergency authority for protection of the lives and property of the people of Hamilton County, and the restoration of local government with a minimum of interruption.

This declaration of a State of Emergency shall activate the response and recovery aspects of any and all local and inter-jurisdictional disaster emergency plans which are applicable to Hamilton County, Ohio and shall initiate the rendering of aid and assistance thereunder as needed.

Reference is hereby made to the Hamilton County Emergency Operations Plan and all appropriate laws, statutes, ordinances and resolutions, and particularly Sections 5502.21 – 5502.99 of the Ohio Revised Code.

Any rights or powers lawfully exercised, or any actions taken pursuant to local disaster emergency plans shall continue and have full force and effect as authorized by law unless modified or terminated in the manner prescribed by law.

FURTHERMORE, the State of Emergency shall end in seven days unless renewed by a majority vote of this Board.

In witness, whereof, we have hereunto set our hand this ____ day of _____, 20 ____

Commissioner
Driehaus

Commissioner
Summerow Dumas

Commissioner
Reece

Attachment #4 – EOP Core Committee

Name	Title	Organization
Nathanael Moccabee	Disaster Program Manager	American Red Cross
Rick Martin	Fire Chief	Anderson Township Fire & Rescue Department
Carolyn Evans	Executive Director	Cincinnati Animal CARE Humane Society
Matt Flagler	District Chief	Cincinnati Fire Department
Hugh Hains	District Chief	Cincinnati Fire Department
Tom Lakamp	Assistant Chief	Cincinnati Fire Department
Sherman Smith	Assistant Chief	Cincinnati Fire Department – Emergency Management Bureau
Polly Doran	Government Relations Manager	Council on Aging
Aaron Tillman III	Chief of Police	Woodlawn Police Department
Kevin Hardwick	Fire Chief	Glendale Fire Department
Ted Sampson	Director	Greater Cincinnati Fusion Center
Nick Warnecke	Intelligence Analyst	Greater Cincinnati Fusion Center
Brooke Matzen	Office Administrator	Greater Cincinnati HazMat Unit
Ray Gemmell	Emergency Planner	Green Township Fire & EMS
Jeff Aluotto	County Administrator	Hamilton County
Andy Knapp	Director	Hamilton County Communications Center
Scott Brown	Operations Manager	Hamilton County Communications Center
Jennie Flowers	Director, Major Unusual Incident and Prevention	Hamilton County Developmental Disability Services
Nick Crossley	Director	Hamilton County Emergency Management & Homeland Security Agency
Emily Johnson	Community Outreach Specialist	Hamilton County Emergency Management & Homeland Security Agency
Ryan McEwan	Assistant Director	Hamilton County Emergency Management & Homeland Security Agency
Matt Moynihan	Training & Exercise Specialist	Hamilton County Emergency Management & Homeland Security Agency

Name	Title	Organization
Morgan Peterson	Operations Manager	Hamilton County Emergency Management & Homeland Security Agency
David Swadener	Grants and Resource Manager	Hamilton County Emergency Management & Homeland Security Agency
Brad Johnson	Director	Hamilton County Environmental Services
Tim McCartney	Director	Hamilton County Job & Family Services
Doug Witsken	Information Coordinator	Hamilton County Local Emergency Planning Committee
Eric Beck	County Engineer	Hamilton County Office of the County Engineer
Todd Gadbury	Planning & Design Engineer	Hamilton County Office of the County Engineer
Greg Kesterman	Health Commissioner	Hamilton County Public Health
John Sherrard	Emergency Response Coordinator	Hamilton County Public Health
Robin Thomas	Regional Emergency Preparedness Coordinator	Hamilton County Public Health
JoAnn Cramer	Purchasing Director	Hamilton County Purchasing Department
Gina Richmond	Purchasing Agent	Hamilton County Purchasing Department
Rick Neville	Captain	Hamilton County Sheriff's Office
Steve Sabers	Sergeant	Hamilton County Sheriff's Office
John Nelson	Executive Director	Hamilton County Soil & Water Conservation District
Mark Dowd	Director of Community Service	Jewish Federation of Cincinnati
Paul Wright	Fire Chief	Montgomery Fire Department
Phillip Clayton	Southwest Region Supervisor	Ohio Emergency Management Agency
Sam Reed	Emergency Management Specialist	Ohio Emergency Management Agency
Deborah Carney	County Extension Director	Ohio State University Extension
Robert Leininger	Fire Chief	Springfield Township Fire Department
Christa Hyson	Assistant Director	The Health Collaborative
Jill Ernst	Emergency Preparedness Coordinator	The Health Collaborative

Name	Title	Organization
Robert Klenk	Major	The Salvation Army
Jim Dinkel	Chair	Tri-State Community Organizations Active in Disaster
Damien Oxier	Executive Director	Tri-State County Animal Response Team
Greg Howard	Critical Infrastructure Protection and Resiliency Specialist	U.S. Department of Homeland Security
Edward Dadosky	Director of Business Continuity	University of Cincinnati
Dennis Bruzina	Director of Facilities	Vineyard Cincinnati

Attachment #5 – EMHSA Executive Committee

Name	Title	Organization
Alicia Reece	President	Hamilton County Board of County Commissioners
Denise Driehaus	Vice President	Hamilton County Board of County Commissioners
Stephanie Summerow Dumas	County Commissioners	Hamilton County Board of County Commissioners
Jeffrey Bronson	Chief of Police	Village of Fairfax
Triffon Callos	Trustee	Green Township
Mike Donohue	Citizen-at-Large	Hamilton County
Ryan Grubbs	Council Member	City of Harrison
Craig Margolis	Mayor	City of Montgomery
Dennis Meador II	Fire Chief	Deer Park Silverton Joint Fire District
Mark Sanders	Assistant Fire Chief	Cincinnati Fire Department
Cheryl Sieve	Trustee	Delhi Township
Tom Weidman	Trustee	Sycamore Township



Annex A: Emergency Support Function #1 – Transportation Infrastructure

April 2019

Coordinating Agency

Hamilton County Engineer's Office

Supporting Agencies

Hamilton County Communications Center
Hamilton County Emergency Management & Homeland Security Agency
Hamilton County Planning + Development
Hamilton County Sheriff's Office
City of Cincinnati Department of Public Services
City of Cincinnati Emergency Communications Center
Ohio Department of Transportation
U.S. Coast Guard Marine Safety Detachment – Cincinnati

Introduction

Purpose

The purpose of Emergency Support Function (ESF) #1 – Transportation Infrastructure is to establish how activities related to transportation routes and infrastructure will be coordinated during and after disasters to meet the emergency needs of Hamilton County, OH. This ESF describes the operational components as well as roles and responsibilities of the agencies necessary to fulfill the duties of ESF #1.

Scope

ESF #1 serves to coordinate activities related to transportation routes and infrastructure in Hamilton County during the response and recovery phases of the emergency management cycle. During and shortly after the incident, ESF #1 is responsible for the assessment of damages to transportation infrastructure, the development of alternate transportation routes, and the identification of potential transportation resources in support of Logistics Coordination Support Section in the Hamilton County Emergency Operations Center (EOC) and in support of Incident Command as requested.

Activities of ESF #1 include monitoring and reporting the status of and damage to transportation infrastructure as a result of an incident, developing alternate transportation solutions that can be implemented when existing systems of infrastructure are damaged, unavailable, or overwhelmed, coordinating the restoration and recovery of transportation systems and infrastructure and supporting evacuation and re-entry operations.

Situation

In addition to the Hamilton County Emergency Operations Plan (EOP) Basic Plan, this annex is based on the following information:

- The 2019 Hamilton County Threat & Hazard Identification and Risk Assessment has identified Major Transportation Incidents as one of the hazards that could affect Hamilton County.
- In addition to being a standalone hazard, a major transportation incident could be a cascading hazard as a result of another hazard (e.g. Severe Winter Storm).
- Within Hamilton County including air, rail, waterways, roads and public transportation:



- Lunken Airport
 - Located on 1,140 acres east of downtown Cincinnati
 - Serves corporate, private and charter aircraft
- Cincinnati/Northern Kentucky (CVG) International Airport
 - Located in Boone County, Kentucky
 - Sits on 7,500 acres and is the 8th largest cargo airport in North America
 - In 2017 CVG flew over 7.8 million passengers on 150,000 flights
 - Peak travel days has 180 daily flights



- The Indiana & Ohio Railway
 - Tracks from south central Hamilton County through the central, eastern, and northeastern portions of the county
 - Operates a classification yard in the City of Norwood
- Central Railroad Company of Indiana
 - Tracks along the southern edge of the county from the Indiana border to south central Hamilton County, where it meets the Indiana & Ohio Railway
- Cincinnati Eastern Railroad
 - A short line railroad that has tracks between Mariemont in eastern Hamilton County out to the eastern border of the county
- CSX Transportation
 - Tracks along the southern edge of the county from the Indiana border and through central Hamilton County north into Butler County
 - Operates a large classification yard in Queensgate (Cincinnati)
- Norfolk Southern Railway Company
 - Tracks from south central Hamilton County, through the central and into northern and eastern parts of the county
 - Operates large classification yards in Queensgate and Sharonville
- National Railroad Passenger Corporation (AMTRAK)
 - Runs on CSX Transportation tracks in central Hamilton County from Butler County to Kentucky
 - One passenger train travels these tracks six days a week



- Ohio River
 - Commercial, Passenger, and Recreational water traffic
 - Anderson Ferry from Delhi Twp. to Constance, KY
 - Average of 500 vehicles per day
- Great Miami River, Little Miami River, and Whitewater River



- U.S. Interstates
 - I-71, I-74, I-75, I-275, and I-471
- U.S. Highways
 - US-22, US-25, US-27, US-42, US-50, US-52, and US-127
- Ohio State Routes
 - SR-3, SR-4, SR-32, SR-125, SR-126, SR-128, SR-264, SR-561, and SR-562



- Southwest Ohio Regional Transit Authority (SORTA)
 - Metro fixed route bus service
 - Provides 17 million rides per year
- Transit Authority of Northern Kentucky (TANK)
 - Operates the Southbank Shuttle which connects northern Kentucky with Cincinnati
- Cincinnati Bell Connector
 - 3.6-mile loop in downtown Cincinnati with 18 stations

Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends. The following assumptions were made as consideration for ESF #1:

- Transportation agencies will work within their existing city, county, or regional plans and partnership agreements to meet the transportation needs of disasters.
- Any hazard may severely damage the transportation infrastructure and interrupt transportation services. Most localized transportation activities may be hampered by lack of surface transportation infrastructure.
- The damage to the transportation infrastructure may influence the means and accessibility level for relief services and supplies.
- Disaster response, which requires transportation routes, may be difficult to coordinate effectively during the immediate post-disaster period.
- Clearing of access routes will permit a sustained flow of emergency relief, although localized distribution patterns may be disrupted for a significant period.
- There may be a need to obtain clearance through secured areas for transport needs during a disaster.

Concept of Operations

Emergency Support Function (ESF) #1 – Transportation Infrastructure consists of five broad activities in relation to the Hamilton County Emergency Operations Plan. These activities are:

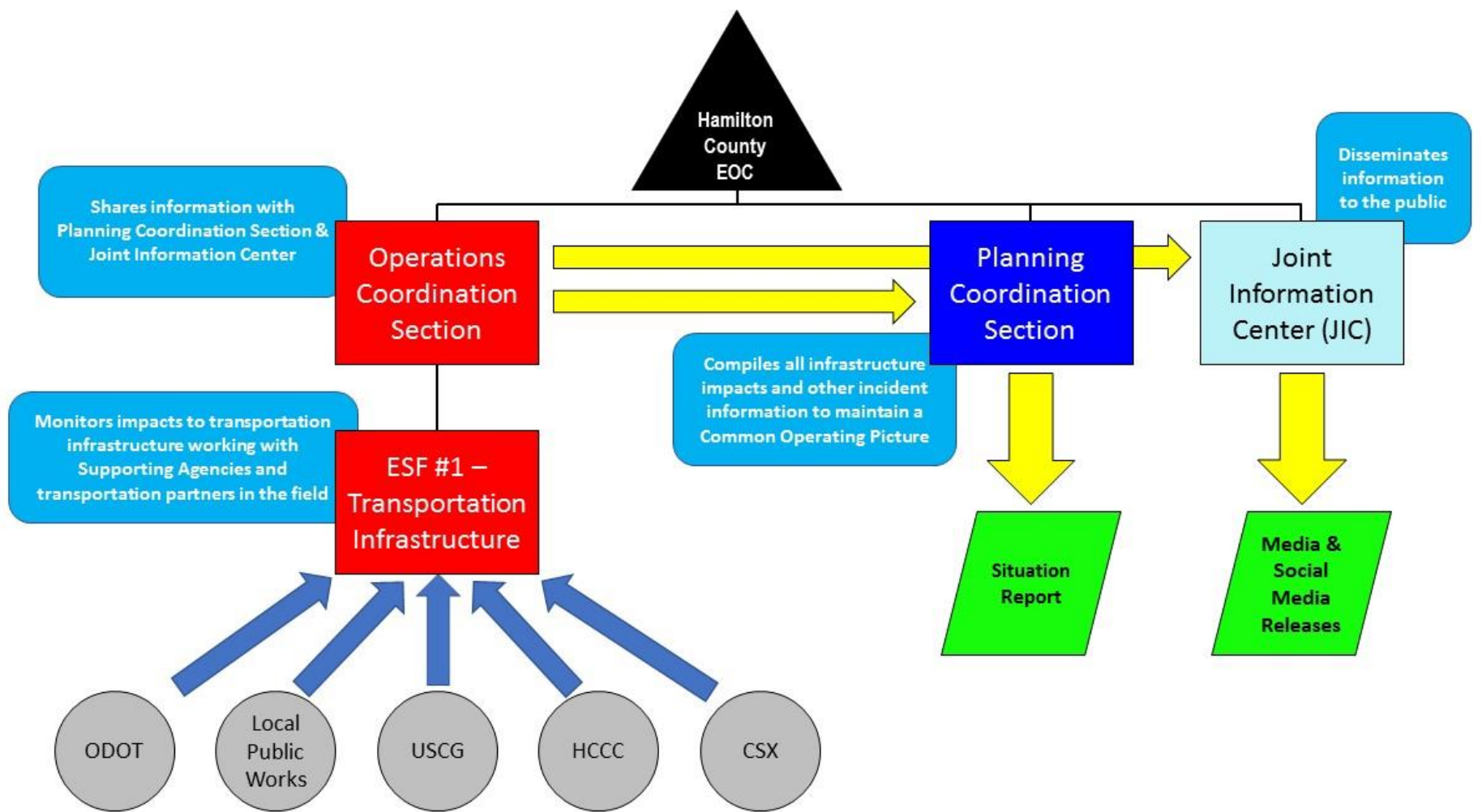
ESF #1 Activities	
1.	Monitoring and Reporting Transportation Infrastructure Impacts
2.	Coordinating Damage Assessment for Transportation Infrastructure
3.	Developing Alternative Transportation Systems
4.	Coordinating Restoration and Recovery for Transportation Infrastructure
5.	Supporting Evacuation and Re-entry Operations

Monitoring and Reporting Transportation Infrastructure Impacts

Many of the hazards that occur within Hamilton County will affect the transportation infrastructure within Hamilton County. While overall incident monitoring is the responsibility of the Hamilton County Emergency Management & Homeland Security Agency, when the Hamilton County EOC is activated, ESF #1 is tasked with monitoring the status of transportation infrastructure and the impacts from the hazard.

The Coordinating Agency should work with the Supporting Agencies and other transportation partners to monitor impacts to the transportation infrastructure. This includes reporting to the EOC closures of any roads, bridges, highways, rail lines, airports, navigable waterways, and public transportation systems. ESF #1 should work with those agencies responsible for the infrastructure to determine not only the closure, but reason for the closure, and if available, an estimation on how long the closure will exist.

Upon discovering any impacts to the transportation infrastructure, ESF #1 should report this information to the Planning Section for inclusion in Situation Reports and GIS Maps, and the Public Information Officer and Joint Information Center (if active). ESF #1 should also work to ensure that any partner agencies that are reporting transportation infrastructure impacts, such as the OHGO website managed by the Ohio Department of Transportation, is reporting consistent information.



The diagram above depicts how ESF #1 gathers information and shares it within the EOC. ESF #1 would work with its Supporting Agencies and other partners to monitor impacts to the transportation infrastructure. The Operations Coordination Section Chief will ensure the information gathered by ESF #1 is shared in the EOC. The Planning Coordination Section can display the information within the EOC and in reports, such as the Situation Report. The Joint Information Center and ESF #15 – Emergency Public Information will use the information to inform the public.

Coordinating Damage Assessment for Transportation Infrastructure

Damage assessment should begin as soon as the area is safe for Damage Assessment Teams (DATs) to get in the area, per the *Hamilton County Damage Assessment Plan (2016)*. However, the focus of damage assessment is usually first on impacted homes and businesses, with public sector damage assessed either concurrently or shortly thereafter.

During large-scale disasters however, it is important to conduct comprehensive damage assessment to both the private and public sectors. As ESF #1 receives reports of impacts to the transportation infrastructure, this information should be shared with the Damage Assessment Unit in the Planning Coordination Section of the EOC, if activated. The Damage Assessment Unit, which is coordinated by Hamilton County Planning + Development, can direct assessors to review the full impact to transportation infrastructure. This will allow the EOC to understand the full scope of the disaster impacts and will allow local jurisdictions to begin the process of completing the appropriate forms required for Public Assistance.

Developing Alternative Transportation Systems

Because transportation systems and infrastructure may be impacted by disasters, it is important to develop alternatives that will allow for the transportation of people, goods, equipment or animals both during and after a disaster.

Within Hamilton County, this means that ESF #1 is tasked with finding alternative transportation routes or locations directly related to transportation. ESF #1 is **NOT** responsible for the movement of people, goods, equipment or animals, though they may assist in those efforts.

The manner in which ESF #1 will develop alternative transportation systems will vary depending on the incident impacts. For example, if an area is impacted so extensively that the normal routes for entering are inaccessible, ESF #1 will be tasked with finding or creating alternative routes. This could take the form of coordinating with ESF #3 to remove debris from previously identified routes, or this could mean using dirt and gravel to create a temporary route into the area.

ESF #1 may also help identify transportation resources to support the Logistics Section. One example of this would be to identify dump trucks to move personnel through flooded streets in order to do welfare checks for residents that are cut off by flooding. Another example would be to identify local transportation companies that may be able to provide a bus to deploy responders from the Staging Area to the Area of Operations.

Coordinating Restoration and Recovery for Transportation Infrastructure

Following the incident, ESF #1 will work with local and state partners to identify and prioritize the restoration of transportation infrastructure. This will include identifying routes into and out of the affected area and prioritizing opening of major arteries within Hamilton County. ESF #1 will work with the Ohio Department of Transportation on determining the status of restoration for the interstates and other state routes and will work with the engineer or public works departments within the affected jurisdictions to determine the status of local routes.

The Coordinating Agency for ESF #1 will also provide subject matter expertise with regard to completing the appropriate Public Assistance forms with regards to transportation infrastructure. If the Coordinating Agency for ESF #1 is aware of any other opportunities for recovery funding that may be applied to transportation infrastructure, they will share that information with the impacted jurisdictions.

Supporting Evacuation and Re-entry Operations

On-scene Incident Commanders (IC) are responsible for making evacuation decisions related to a specific incident, especially when the timeliness of such decisions is a matter of immediate life safety. The Incident Commanders are supported by the local jurisdiction which supports operations through local resources

and policy decisions. When the Hamilton County EOC is active, ESF #1 can support local evacuation actions, especially when those actions will require coordination with other jurisdictions.

A breakdown of responsibilities for support evacuation operations can be found below:

When the evacuation order has been lifted, ESF #1 will be tasked with supporting re-entry operations, including identifying transportation routes for the population to return, and determining a tiered schedule for re-entry into the affected areas if required.

Organization and Assignment of Responsibilities

The Hamilton County Engineer's Office (HCEO) has the primary responsibility for the transportation functions in Hamilton County. The HCEO will serve as the coordinating agency for this ESF.

Coordinating Agency Responsibilities

Hamilton County Engineer's Office will:

1. Coordinate the activities of Support Agencies within ESF #1 to fulfill operational objectives.
2. Direct the activities of the ESF #1 in conjunction with assistance from ESFs at the local, State, or Federal levels as applicable.
3. Collaborate with other Coordinating Agencies to ensure an effective response between ESFs.
4. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. The Hamilton County EMHSA will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
5. Develop and train all staff responsible for implementing ESF #1 on standard operating procedures.
6. Share ESF #1 activity information with appropriate EOC personnel.
7. Prioritize ESF #1 operational strategies in alignment with the EOC and on scene objectives.
8. Identify temporary alternative transportation solutions to be implemented when primary systems or routes are unavailable or overwhelmed.
9. Establish and maintain operational awareness of transportation activities through direct communications links with transportation units in the field and/or their appropriate coordinating agencies (other county agencies with transportation, private transport companies, liaisons, etc.).
10. Provide and or coordinate County Engineer resources such as traffic control devices, signage, lights, etc., as necessary throughout the county.
11. Coordinate with the Hamilton County Sheriff's Office and local law enforcement to clear and maintain clearance of evacuation routes.
12. Conduct transportation disaster impact and needs assessments.
13. Receive, manage, and track resource requests for ESF #1 in accordance with established resource management procedures.
14. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination.
15. Provide longer-term coordination of the restoration and recovery of the affected transportation systems and infrastructure if required.
16. Assist in the development of the After Action Report. This report is a detailed, written analysis of the strengths and weaknesses of county-level emergency response and short-term recovery activities based upon extensive research of the event and interviews with participating assessment, response, and short-term recovery personnel.

Supporting Agencies Responsibilities

Hamilton County Communications Center will:

1. Routinely document and share information related to the status of transportation systems and infrastructure with the Coordinating Agency. This action may be completed remotely.
2. Support the removal of vehicles blocking the evacuation routes away from the traffic lanes and ensure that motorists are not left stranded in inoperable vehicles.
3. Coordinate with ESF #1 and ESF #15 to manage the information on ODOT controlled Dynamic Message Signs related to transportation.

Hamilton County Emergency Management and Homeland Security Agency will:

1. Maintain a list of public works contacts for the different jurisdictions within Hamilton County.

Hamilton County Planning + Development will:

1. Provide the Coordinating Agency with damage assessment information obtained from the local jurisdictions regarding impacts to transportation systems and infrastructure.
2. Support damage assessment of transportation infrastructure as outlined in the *Hamilton County Damage Assessment Plan* (2016).

Hamilton County Sheriff's Office will:

1. Activate traffic control along evacuation routes including use of traffic control devices.
2. Establish ingress and egress controls to restrict unauthorized people and vehicular traffic from entering the evacuated area including perimeter controls along interstates and state routes in coordination with the Ohio State Highway Patrol.
3. Establish security at transfer/pick-up points where the evacuating public will congregate to control traffic and maintain order.
4. Ensure the removal of vehicles blocking the evacuation routes away from the traffic lanes and ensure that motorists are not left stranded in inoperable vehicles.

City of Cincinnati Department of Public Services may:

1. Provide personnel to support/staff 24-hour operations at the Hamilton County EOC. Maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
2. Provide personnel from the City of Cincinnati ESF #1 to concurrently serve as the Hamilton County ESF #1 Coordinating Agency.

City of Cincinnati Department of Transportation & Engineering will:

1. Provide information to ESF #1 regarding the status of any potential impacts to the Cincinnati Municipal Lunken Airport.

City of Cincinnati Emergency Communications Center will:

1. Routinely document and share information related to the status of transportation systems and infrastructure with the Coordinating Agency. This action may be completed remotely.

Ohio Department of Transportation:

1. Will provide information to ESF #1 regarding the impact to state-managed roads, highways and bridges.
2. Will coordinate with ESF #1 on any contraflow issues that may impact state-managed roads and highways.
3. May provide resources from the State that are not being utilized in other counties.

U.S. Coast Guard Marine Safety Detachment – Cincinnati will:

1. Provide information to ESF #1 regarding the impact to the Ohio River and Great Miami River and the ability for them to serve as a navigable waterway.

References

Hamilton County Emergency Management and Homeland Security Agency. (2016). *Hamilton County Damage Assessment Plan*.



Annex B: Emergency Support Function #2 – Communications

July 2022

Coordinating Agency

Hamilton County Communications Center

Supporting Agencies

Hamilton County Developmental Disability Services
Hamilton County Emergency Management & Homeland Security Agency (EMHSA)
City of Cincinnati Enterprise Technology Solutions (ETS)
City of Cincinnati Fire Department
Greater Cincinnati Hazardous Materials Unit
Hamilton County Amateur Radio Emergency Service (ARES)
UC Health Air Care & Mobile Care

Introduction

Purpose

The purpose of Emergency Support Function (ESF) #2 – Communications is to establish how activities related to communications and communication infrastructure will be coordinated during and after disasters to meet the emergency needs of Hamilton County, OH. This ESF describes the operational components as well as roles and responsibilities of the agencies necessary to fulfill the duties of ESF #2.

Scope

ESF #2 serves to coordinate activities related to communications and communication infrastructure in Hamilton County during the response and recovery phases of the emergency management cycle. During and shortly after the incident, ESF #2 is responsible for the assessment of damages to communication infrastructure, the development of alternate communication methods, and the identification of potential communications resources in support of Logistics Coordination Support Section in the Hamilton County Emergency Operations Center (EOC) and in support of Incident Command as requested.

Activities of ESF #2 include supporting communication activities, addressing communication challenges, and coordinating with public and private sector partners to expedite restoration and repair of telecommunication services.

Situation

Disasters can affect the ability to communicate by damaging network systems and equipment and/or their supporting infrastructure, network congestion/overload from surging telecommunications demand, and creating conditions that prevent the expedient repair of existing communications systems or transport of new equipment into the affected area. Local and county-level communications are vital in order to protect life and property and restore the affected area to pre-disaster conditions.

Hamilton County has a robust communications system that supports all facets of its Emergency Management Program, including implementation of this EOP as well as supporting other plans such as the Disaster Recovery Framework, Continuity of Operations, and even Continuity of Government. The system that exists must not only have redundancies in place in case of failure of the primary system but must also

be able to adapt to the different operating environments that result from the multitude of hazards that could affect Hamilton County and its communications infrastructure.

Within Hamilton County the following communication resources exist:

- Two Primary Public Safety Answering Points: Hamilton County Communications Center (HCCC) and City of Cincinnati Emergency Communications Center (ECC).
- The Ohio Multi-Agency Radio Communications System (MARCS) network, which both the Hamilton County and City of Cincinnati radio systems are a part of.
- Hospital Disaster Net/SurgeNet for patient allocation in a mass casualty incident.
- Command 400 for radio caches, satellite with priority internet and cellular service, backup dispatching capabilities, remote patching, and expansive radio template.
- Amateur Radio Emergency Services (ARES).
- Two cradlepoint routers from AT&T FirstNet which provide data connection for internet access when cellular networks are functioning.

Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends. The following assumptions were made for ESF #2:

- ESF #2 will assist local emergency organizations with setting up and operating temporary emergency communications capabilities as needed.
- The Hamilton County EOC will be operational during large scale emergencies and will support countywide communications operations.
- The loss of some or all telephone service may reduce or eliminate the effectiveness of the County's EOC and/or other County department offices.
- State and local governments, in coordination with the telecommunications industry, will assist the county in accomplishing as much restoration and reconstruction of telecommunications facilities as conditions permit.
- If electronic emergency information systems are not available, redundant incident management documentation protocols may be required (e.g., ICS forms filled out and distributed on paper).

Concept of Operations

Emergency Support Function (ESF) #2 – Communications consists of three broad activities in relation to the Hamilton County Emergency Operations Plan. These activities are:

ESF #2 Activities	
1.	Supporting Communication Activities
2.	Addressing Communications Challenges
3.	Coordinating with Private Sector Telecommunication Partners

Supporting Communication Activities

One of the most important issues to address is the ability for personnel involved in emergency response to communicate with one another. This ranges from on-scene first responders communicating with one another to county agencies communicating with neighboring jurisdictions and/or the State of Ohio.

Radio Communications

Hamilton County has two Primary Public Safety Answering Points (PSAPs): Hamilton County Communications Center (HCCC) and City of Cincinnati Emergency Communications Center (ECC). The City of Loveland's Northeast Communications Center is a secondary PSAP because emergency calls are transferred to it by a primary PSAP, HCCC. Routine radio communications for all jurisdictions in Hamilton County are overseen and managed by the HCCC and ECC. In the event a disaster disrupts or impacts communications in the County, HCCC will coordinate efforts to restore communications, with the exception of the City of Cincinnati which will be handled by the ECC.

Both the Hamilton County and City of Cincinnati radio systems are part of the Ohio Multi-Agency Radio Communications System (MARCS) network, which improves communications interoperability statewide. To support first responders in the field, Hamilton County and the City of Cincinnati provide a joint communications network on the MARCS 800 MHz band, which is P25 compliant. This system provides clear-voice capabilities and can link local, county, and state entities. Hamilton County and the City of Cincinnati each provide a network template for radios depending on their needs and can adapt the templates as needs change. These templates allow for all responders, hospitals, jurisdictions, and other relevant entities within Hamilton County to manage communications between personnel and agencies and access the appropriate radio channels in an emergency. Contiguous county's also have the ability to access Hamilton County's radio channels.

For intra-county interoperability, Hamilton County utilizes countywide tactical channels, also called tactical talkgroups, assigned by incident. Agencies/departments that border other counties can share with each other their countywide tactical channels. Northern Kentucky and Dearborn County, Indiana have MARCS radios with the ability to tune into Hamilton County tactical channels. Large incidents that involve agencies that do not border and do not routinely provide mutual aid utilize regional or statewide tactical channels. In case of disaster, there are dedicated frequencies for all responding jurisdictions to communicate on. In a disaster requiring regionwide interoperability, an ICS 205: Incident Radio Communications Plan (See Tab A) will be developed and disseminated to the appropriate partners.

FEMA's Core Capabilities – ESF #2

- **Operational Coordination** – By ensuring first responders can speak with one another during active incidents, ESF #2 helps ensure a unified and coordinated operational structure and process that appropriate integrates all critical stakeholders exists.
- **Operational Communications** – The routine support and ongoing maintenance of Hamilton County's communications systems ensures the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
- **Infrastructure Systems** – Communications infrastructure is one of the critical infrastructures identified within Hamilton County. Efficiently restoring any disruptions to the communications infrastructure can greatly enhance the County's ability to restore and revitalize other critical infrastructure systems.
- **Access Control and Identity Verification** – Hamilton County Communications Center and the City of Cincinnati Emergency Communications Center are responsible for ensuring communications channels are secure and sensitive information shared to Mobile Data Computers (MDCs) is protected.

Ohio Homeland Security Region 6, which includes Hamilton County, has developed a Regional Tactical Interoperability Communications Plan (RTICP) that discusses interoperable communications in the region. One of the primary goals of the RTICP is to establish and maintain operable and interoperable local, regional, and statewide public safety voice and data communications systems.

Hospitals within the region have their own radio talkgroup called the Disaster Radio Network, that can be activated during a mass casualty or hazardous materials event. It is part of the County's 800 MHz MARCS network and is regulated by the Greater Cincinnati Disaster Preparedness Coalition Emergency Response Plan. HCCC is responsible for activating the Disaster Radio Network. Once the system has been activated, all responders monitoring the event are notified of the activation and hospitals are directed to go into the online SurgeNet system to update their bed capacity and supply availability. After HCCC has activated the radio network, UC Health Air Care & Mobile Care is responsible for net control. Net control consists of monitoring the online SurgeNet system to figure out the best system for patient hospital allocation during the mass casualty incident and conveying that information to the on-scene Transportation Officer.

The Disaster Radio Network has a redundant system with Rave Alert. Any time the Disaster Radio Network is activated, an HCCC Supervisor will send out a Rave Alert notification to the relevant entities through text, email, and voice.

Regional Operations Center Communications

As well as the communication resources discussed in the Basic Plan above, the City of Cincinnati Enterprise Technology Solutions (ETS) manages the telephone capabilities that exist in the Regional Operations Center (ROC). These capabilities include trunk lines, digital and analog phones, cellular phones, and fax machines. The telephone switch, which supports the Regional Operations Center telephone system, as configured, serves multiple independent telephone instruments.

In addition to traditional radio and cellular telephone communications, communication may also occur through data transmission. At the ROC, data communication is enhanced by dedicated T1 data links. Internal data service is provided through servers that provide for the routing and distribution of information for day-to-day and emergency activities.

The Hamilton County EOC may also utilize public address systems, smart phones, email, voice mail, or even written documents delivered by personnel to facilitate communications. If electronic emergency information systems are not available, redundant incident management documentation protocols may be required (e.g., paper logs may be used to record events, communications, and messages; damage assessments; situation reports; resources utilized; staff hours expended, etc.).

Supplemental Communication Assets

Command 400 is a vehicle equipped with numerous communication capabilities located within Hamilton County that is available for use in the region. The unit can act as a backup dispatch location in the event HCCC or ECC's primary operating sites are impacted by disaster. A cache of 24 radios is always stored on the unit with an additional 60 radios available upon request. Encrypted radios for special response teams are also available upon request. Command 400 comes equipped with a satellite that has priority internet and cellular service, in the event cellular or network towers are impacted. The vehicle can remotely patch radios together for interoperability, providing partners without MARCS compatibility the ability to communicate with local entities. Command 400 also has a radio template that is more comprehensive than Hamilton County or the City of Cincinnati's, which allows them to communicate with more than 10 surrounding counties and the State of Indiana.

Hamilton County can utilize the ARES team, which has a radio room at the ROC. This team can communicate with other amateur radio members around the region to facilitate information sharing from the field, partner agencies, the State, and even the federal government. In the event the MARCS network is disrupted or destroyed, ARES operators retain the ability to communicate with each other through the VHF (very high frequency) and UHF (ultra high frequency) networks. Their capabilities are resilient and can operate without a power supply, MARCS network, internet, or cellular service.

ARES has operators that can be dispatched to the incident or other critical nodes of communication. This allows for entities out in the field to maintain communications with the County EOC and the County EOC with the State. ARES has a system of towers and repeaters in the county and surrounding areas allowing for long range communications with OEMA and NWS's Wilmington office. During large events, ARES will activate their net control at the ROC's radio room, maintaining redundant communication systems in case communication capabilities are disrupted/destroyed.



Above: Command 400, a regional asset managed by the Greater Cincinnati HazMat Unit. **Left:** Command 400 interior.

Addressing Communications Challenges

One of the most important activities for ESF #2 will be to address communications challenges that arise as a result of the disaster. Because disasters may affect the ability for first responders and other agencies involved in the response to communicate with one another, ESF #2 will need to be able to address these communications challenges. The challenges may be a result of damaged or overloaded systems and equipment, or personnel and agencies that are brought in to assist with the response being unfamiliar with or unable to use the existing systems within Hamilton County.

The State maintains three MARCS 80-foot tower on wheels (TOWs) units that Hamilton County can request through Ohio Emergency Management Agency (OEMA). TOWs are portable with a standalone radio system, independent power supply, and 19 talkgroups. They are utilized in the event the 800 MHz network is not functioning by establishing a separate radio network that all MARCS radios can communicate on. Each TOWs unit comes with a stockpile of 200 additional radios that can be utilized as necessary for interoperability among all responding entities.

HCCC retains two AT&T FirstNet cradlepoint routers, which provide a data connection for internet access. The cradlepoint routers rely on a cellular network for their connection, meaning they are only effective if phone towers have not been impacted. The routers are compact and portable, approximately the size of a briefcase, making them easily deployable.

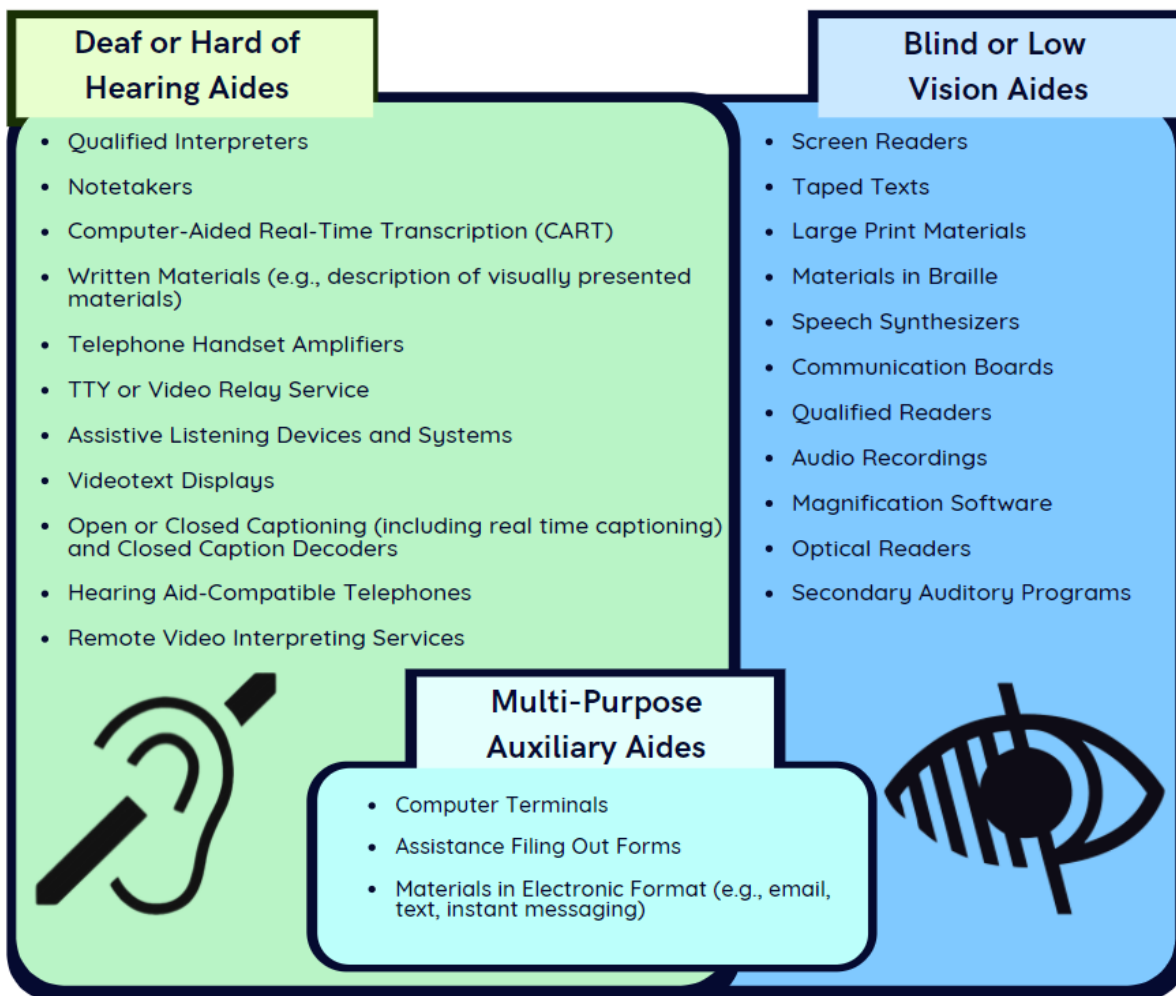
If an incident disrupts power, the dispatch centers, ROC, and numerous fire departments are protected by generators and uninterruptible power supplies. The HCCC, ECC and the Hamilton County EOC have identified alternate sites that operations can be conducted from in the event their primary operating facilities are impacted. Should radio or cellular towers be compromised, an amateur radio room is located in the ROC. In the event of a complete MARCS network failure, select members of ARES will operate from the amateur radio room at the ROC and will establish an emergency network within the city, county, state and national amateur radio networks, based on identified needs.

Not all communications challenges can be pre-identified, and ESF #2 will first need to be able to understand and diagnose what is causing communications issues. Once the challenge is properly understood, ESF #2 should work with its partners, both public and private, to determine the best possible solution for addressing the issue. Potential solutions could range from patching out-of-state partners into the existing 800 MHz MARCS network, to utilizing amateur radio operators when cellular services are overwhelmed, to requesting mobile cell sites from state or private sector partners to augment existing infrastructure. ESF #2 must understand the current operating environment for communications and address any deficiencies that arise due to a hazard.

Access and Functional Needs Populations

Under Title II of the ADA, all state and local governments are required to take steps to ensure that their communications with people with disabilities are as effective as communications with others. All written and spoken communications must be as clear and understandable to people with disabilities as it is for people without disabilities. Equal access to communications for people with disabilities may be provided through auxiliary aids and services (devices or services that enable effective communication for people with disabilities).

Title II of the ADA requires government entities to make appropriate auxiliary aids and services available, upon request, to ensure effective communication. Information about the location of accessible services, activities, and facilities must be made available in a format that is accessible to people who are deaf or hard of hearing and those who are blind or have low vision. ESF #2 will work with ESFs #8 and #15 to ensure the necessary written/spoken communications are compliant with Title II of the ADA.



Above are examples of different auxiliary aids and services that may be used to provide effective communication for people with disabilities. Note: the individual with the disability must be consulted to determine which auxiliary aid or service will be effective for their situation.

Coordinating with Private Sector Telecommunication Partners

Much of the communications infrastructure that Hamilton County is dependent on is owned and operated by private sector partners. These partners include regional and national telecommunications service providers (e.g., AT&T and DLM Communications), communication equipment providers (e.g., MobilComm), and internet providers (e.g., Altafiber, formerly Cincinnati Bell). ESF #2 will work with these private sector partners to identify and prioritize repair and expedite restoration of communication services to important sectors that depend on communications for response.

Numerous common carriers (e.g., AT&T, Verizon, T-Mobile, Sprint, etc.) provide cellular telephone services across Hamilton County. Many first responders and government workers also have Government Emergency Telecommunications Service (GETS) and Wireless Priority Service (WPS) cards. GETS provides priority access and prioritized processing in the local and long-distance segments of landline telephone networks. WPS provides priority calling on all nationwide and several regional cellular networks. These cards are part of the Telecommunications Priority Service. Calls made with GETS and WPS overcome network congestion and/or degradation. The purpose of these services is to give priority service on phone lines to emergency management and first responder agencies.

HCCC, as a subscriber to AT&T's FirstNet, can request deployable communications support equipment for no additional cost. FirstNet maintains a fleet of approximately 90 Satellite Cell on Light Trucks (SatCOLTs) and Compact Rapid Deployables (CRDs), including Cell on Wheels (COWs), throughout the U.S. SatCOLTs are vehicles with mobile cell sites that connect via satellite and do not rely on commercial power supply, while CRDs are small portable cell sites that provide temporary internet and wireless coverage to locations where coverage is minimal or compromised. This allows responders and government workers with FirstNet service to continue communications in the event phone/network towers are damaged and/or destroyed. Deployable units are currently dispatched both for disaster recovery and to provide additional capacity for select activities (i.e., planned events, mutual aid requests, etc.).

Organization and Assignment of Responsibilities

The Hamilton County Communications Center (HCCC) has the primary responsibility for the communication functions in Hamilton County. The HCCC will serve as the Coordinating Agency for ESF #2.

Coordinating Agency Responsibilities

Hamilton County Communications Center will:

1. Coordinate the activities of Support Agencies within ESF #2 to fulfill operational objectives.
2. Direct the activities of ESF #2 in conjunction with assistance from ESFs at the local, State, or Federal levels as applicable.
3. Collaborate with other Coordinating Agencies to ensure an effective response between ESFs.
4. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. The Hamilton County EMHSA will maintain listings of these personnel, contact information, and directions for contacting them in the event of communication outages.
5. Train all staff responsible for implementing ESF #2 on standard operating procedures.
6. Share ESF #2 activity information with appropriate EOC personnel.
7. Prioritize ESF #2 operational strategies in alignment with the EOC and on-scene objectives.
8. Assess communications infrastructure following a disaster.
9. Provide technical assistance regarding communications issues to local personnel.
10. Provide ongoing maintenance and restoration to county-owned systems.

11. Request transportable communications systems to include radio base stations, satellite links, and portable communications equipment.
12. Coordinate the establishment of video conferencing links as needed.
13. Support ESF #5 by developing ICS 205 and other incident communication plans as requested.
14. Identify temporary communication solutions to be implemented when primary systems are unavailable or overwhelmed.
15. Establish and maintain operational awareness of communications activities through direct communications links with units in the field, others PSAPs, and/or their appropriate coordinating agencies (other local agencies with communication responsibilities, private sector partners, etc.).
16. Provide and/or coordinate County communication resources as necessary.
17. Conduct communication disaster impact and needs assessments.
18. Receive, manage, and track resource requests for ESF #2 in accordance with established resource management procedures.
19. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination.
20. Review and discuss with ESF #15 any infrastructure impacts that may affect public notifications and assist in finding alternate methods of notification dissemination.
21. Provide longer-term coordination of the restoration and recovery of the affected communications systems and infrastructure if required.
22. Assist in the development of the After-Action Report. This report is a detailed, written analysis of the strengths and weaknesses of county-level emergency response and short-term recovery activities based upon extensive research of the event and interviews with participating assessment, response, and short-term recovery personnel.

Supporting Agencies Responsibilities

Hamilton County Developmental Disabilities Services will:

1. Provide personnel, training and services to assist local organizations in providing for the emergency needs of persons with access or functional needs.
2. Coordinate with direct service providers for potential resources (i.e., transportation, staff, durable medical equipment, auxiliary aids, etc.).

Hamilton County Emergency Management & Homeland Security Agency will:

1. Manage and maintain communications capabilities within the Regional Operations Center, in coordination with the individual PSAP and their corresponding jurisdictions.
2. Assist in collecting telecommunications-specific information through the use of ESF #5 — Information & Planning during county-level assessment, response, and recovery activities.
3. Assist in coordination of communications capabilities to fill unmet communication requirements.
4. Provide IPAWS activation as needed for emergency notification.
5. Coordinate with OEMA for support as needed.
6. Prioritize assistance based on assessments.

City of Cincinnati Enterprise Technology Solutions (ETS) will:

1. Provide telecommunications technical support for telephone resources within the ROC.
2. Provide technical assistance for the restoration of telecommunications support systems.
3. Support the creation of a phone bank at the ROC, if requested.

Cincinnati Fire Department will:

1. Maintain the thin client computer system needed for the Regional Operations Center.
2. Provide computer technical support to the ROC, Command Room, and Joint Information Center.
3. Provide personnel and equipment as required to support ESF #2 operations.

4. Coordinate data communication links, including video conferencing, for county agency computers as needed in the ROC during emergencies.

Greater Cincinnati Hazardous Materials Unit (GCHMU) will:

1. Deploy Command 400 and other communication assets upon request from the Hamilton County Communications Center.
2. Provide personnel to serve as subject matter experts in the use of GCHMU equipment.

Hamilton County Amateur Radio Emergency Service (ARES) will:

1. Assist local, state and federal agencies and relief organizations with radio communications by providing the ability and means to transmit messages and information in and out of a disaster area when needed.
2. Establish a net control station from which amateur operations will be controlled and administered.
3. Assign each served agency and/or individual area an ARES operator to communicate with the net control operator.
4. Designate a net control operator as required for the handling of formal radio traffic.
5. Coordinate amateur radio frequencies used in the county.
6. Provide a communications network operated by qualified and licensed radio amateurs in accordance with established plans.
7. Determine if a staging net, traffic net, and/or internal net should be established, based on the needs of an incident.

UC Health Air Care & Mobile Care will:

1. Provide net control for the Disaster Radio Network/SurgeNet.
2. Monitor SurgeNet to determine patient allocation during a mass casualty incident and convey that information to the on-scene Transportation Officer.

References

Ohio Homeland Security Region 6. (2021). *Regional Tactical Interoperable Communications Plan* (version 1.4.1).

U.S. Department of Homeland Security. (2015). *Communications Sector-Specific Plan. An Annex to the NIPP 2013*. Retrieved from <https://www.cisa.gov/sites/default/files/publications/nipp-ssp-communications-2015-508.pdf>



Annex C: Emergency Support Function #3 – Public Works

July 2023

Coordinating Agency

Hamilton County Environmental Services

Supporting Agencies

Hamilton County Communications Center
Hamilton County Engineer's Office
Hamilton County Facilities
Hamilton County Planning + Development
Hamilton County Prosecutor's Office
Hamilton County Public Health
Hamilton County Purchasing
Greater Cincinnati Water Works
Metropolitan Sewer District of Greater Cincinnati
Local Jurisdictional Public Works Agencies

Introduction

Purpose

The purpose of Emergency Support Function (ESF) #3 – Public Works is to establish how activities related to public works will be coordinated during and after disasters to meet the emergency needs of Hamilton County, OH. This ESF describes the operational components as well as roles and responsibilities of the agencies necessary to fulfill the duties of ESF #3.

Scope

ESF #3 serves to coordinate activities related to public works in Hamilton County during the response and recovery phases of the emergency management cycle. During and shortly after the incident, ESF #3 is responsible for supporting the County in addressing public works issues related to debris management, water and wastewater services, building demolition and restoration efforts in areas the County is directly responsible for, and integrating state and federal assistance into the response and recovery efforts.

Activities of ESF #3 include supporting coordination of efforts among the county and incorporated political subdivisions on clearing, removing, transporting, segregating, reducing, and disposing of debris generated by a disaster; monitoring and reporting the status of and damage to water and wastewater infrastructure as a result of an incident; maintaining situational awareness of building demolition and restoration activities, and requesting/integrating state and federal assistance into the response and recovery.

Situation

Although public works generally encompasses utilities such as transportation services, telecommunications, electric, and natural gas, these topics are covered in more detail under ESFs #1 – Transportation, #2 – Communications, #12 – Energy, and #14 – Private Sector & Infrastructure respectively. This ESF will focus on debris management, water and wastewater utilities, building demolition/restoration, and state and federal assistance.

There is no single county organization that has oversight over all varieties of public works assistance that may be required following a disaster. Because debris management is the core activity of ESF #3, Hamilton

County Department of Environmental Services (HCDOES) will serve as the Coordinating Agency for ESF #3 as they are the Debris Management Coordinating Agency (DMCA) in the *2022 Hamilton County Debris Management Plan (DMP)*.

All Supporting Agencies for ESF #3 may be required to report individually on their emergency missions when activated in the County's Emergency Operations Center (EOC) or at the site of the disaster. Each operating department will communicate directly with its own field forces and in turn will keep the County EOC informed of all activities performed, resources committed, and any additional personnel/equipment needed to maintain adequate response and recovery efforts, via ESF #3.

Hamilton County is susceptible to numerous hazards that could directly impact public works operations or trigger cascading hazards that impact public works:

- Tornadoes and high wind events can result in massive amounts of debris that must be managed and disposed of and hazardous building conditions that need to be addressed.
- The secondary hazard of power outages caused by severe weather can result in any number of water service disruptions including pipe breaks/leaks; infrastructure failure; reduced water quality; loss of access to facilities and supplies; as well as financial, social, environmental, and health consequences.
- Flooding and severe thunderstorms can result in wastewater backups and damaged or clogged storm drains.
- Multiple hazard types can cause property damage to homes, public buildings, and other facilities. Buildings and structures may be destroyed, severely damaged, or weakened. Those structures may require stabilization, repairs, or demolition to ensure safety.

Water Utility

In a major disaster the public water supply system, which includes treatment plants, storage and pumping facilities, and distribution networks could be damaged, interrupted, or contaminated. Ensuring safe, potable water in an emergency/disaster situation is a critical function of ESF #3 Supporting Agencies.

The primary water utility for Hamilton County is the publicly owned and operated, Greater Cincinnati Water Works (GCWW). GCWW provides water and service to the entire City of Cincinnati and the majority of Hamilton County (referred to as Retail Service Area in graphic below). They also sell water wholesale to the City of Norwood and the City of Reading, which are then responsible for managing the systems and distribution in their service areas. There are 13 water departments that provide water and service to the remaining jurisdictions. They include:

1. Addyston Water
2. Clermont County Water
3. Cleves Water
4. Glendale Water
5. Harrison TWP/CTY Water
6. Indian Hill Water
7. Lockland Water
8. Loveland Water
9. Milford Water
10. SW Regional Water District
11. Twin Rivers Water
12. Warren County Water
13. Wyoming Water

GCWW and the local water departments provide a vital service to the community. Their water is used for drinking, common household activities, irrigation, industry, healthcare, firefighting, and more. A safe water supply is critical to protecting public health. Absent, inadequate, or poorly managed water and sanitation services expose individuals to preventable health risks and disease.

Additionally, fire hydrants are supplied by the same system of water mains, pumps, and storage tanks that distribute water throughout the County. GCWW manages approximately 10,500 of the 30,000 hydrants in Hamilton County. The other roughly 19,500 hydrants are maintained by the fire departments that service the communities where the hydrants are located. It is critical to maintain these systems during a disaster to prevent disease, protect crops, continue the operations of essential industry, and maintain firefighting services.

GCWW operates two water treatment facilities in Hamilton County. The Richard Miller Treatment Plant in Cincinnati provides the bulk of the water supply with a treatment capacity of 240 million gallons per day. It is a surface water treatment plant, drawing water from the Ohio River. The Ohio River catchment area is very prone to contamination by municipal wastewater discharges, sanitary sewer overflows, and urban and agricultural storm water runoff. Additionally, a wastewater treatment plant located near Alexandria, Kentucky discharges its water less than 11 miles upstream of GCWW’s water intake source. Thus, treatment at the Richard Miller Treatment Plant is crucial to the continued supply of safe water to residents.



To assist in mitigating spill contamination from the Ohio River, GCWW has settling reservoirs that provide emergency water storage in the event of a spill in the Ohio River. During a river spill, pumping of the river water can be halted until the spill passes the water intakes, utilizing water from the settling reservoirs to mitigate decreased water intake. This helps ensure an uninterrupted supply of water to customers without risking water supply contamination.

The second water treatment facility is the Charles M. Bolton Wellfield (abbreviated CMBP in the above graphic) in Fairfield, OH. This facility has a treatment capacity of 40 million gallons per day and draws water from the Great Miami Buried Valley Aquifer. This treatment facility provides additional water security as it is located in a different part of the County and it draws from a separate water source. The aquifer is highly susceptible to natural and human-caused contaminants because it is relatively shallow and does not have thick clay layers to protect it from contaminants.

The Ohio Environmental Protection Agency (EPA) regulates GCWW operations and enforces requirements under the Clean Water Act and Safe Drinking Water Act. The EPA ensures that facilities comply with environmental regulations and statutes through monitoring and reporting.

Wastewater Utility

Sewer systems are a network of pipes that carry wastewater away from a population to wastewater treatment facilities. The sewer lines can become flooded, overwhelmed, or damaged in a disaster.

Additionally, a waste/wastewater treatment facility may be taken out of service during natural disasters, water pressure/supply may be lost, interrupting waste removal processes, and mass congregations of people may overwhelm existing wastewater amenities. In such cases, raw sewage may be released into the environment. Effective sanitation is essential to provide a healthy and acceptable environment for people to live in after a disaster.

The Metropolitan Sewer District of Greater Cincinnati (MSD) is the primary publicly owned and operated wastewater utility in Hamilton County. MSD provides sewer services to approximately 230,000 residents in Hamilton County, including the entire City of Cincinnati and 43 of the 49 municipalities in the County. They operate and maintain over 3,000 miles of public sewers, 100 pump stations, 9 wet weather facilities, and 9 wastewater treatment plants.

Of the six communities that MSD does not service (see Tab A – MSD Service Map), Harrison Township and City are serviced by the Harrison Wastewater Treatment Facility, Whitewater Township is serviced by the Whitewater Township Regional Sewer District, the Village of Glendale is serviced by Glendale Utility Department, the City of Milford is serviced by Milford Wastewater Department, and Terrace Park is serviced by private septic tanks. The areas marked on the map as “Home Sanitary Treatment Systems” in Tab A are household sewage treatment systems/semi-public treatment systems that both treat and dispose of household wastewater at the same site. These systems can also be referred to as “Sewage Treatment Systems” or “Household Sewage Treatment Systems.”

Semi-public treatment systems are used in large residences (e.g., apartment buildings) and businesses not connected to a public sewer. These septic systems can treat large amounts of wastewater and are regulated by the Ohio EPA with inspection and enforcement of the systems overseen by the local health departments.

MSD does not handle stormwater. Stormwater runoff is the responsibility of numerous stormwater management utilities across the County. In cases where there are combined sewer systems that have stormwater draining into wastewater pipes with sewage, it is no longer considered stormwater and must be processed at a treatment plant in the same manner as sewage. For areas that rely on Home Sanitary Treatment Systems or are not covered by a stormwater utility, a dry well is commonly used to divert and collect stormwater runoff.

Ohio EPA regulates MSD operations and enforces requirements/standards under the Clean Water Act, Effluent Guidelines, and National Pollutant Discharge Elimination System. The EPA ensures that facilities comply with environmental regulations and statutes through monitoring and reporting.

Building Demolition and Restoration

The Division of Buildings + Inspections (B+I) of the Hamilton County Planning + Development Department is responsible for issuing Building Permits within the unincorporated townships of Hamilton County and eight contract jurisdictions (see Tab B – Buildings + Inspections Coverage Map). B+I also have responsibility for condemning structures but does not have an existing building code enforcement program. If a structure needs to be demolished, the property owner or the jurisdiction the building resides in will be responsible for finding a demolition contractor and covering the expenses. Any jurisdiction not covered by B+I is required to maintain their own buildings department per the Ohio Revised Code, Section 307.38.

The Hamilton County Public Health (HCPH) Environmental Health Division is responsible for inspections and providing technical assistance in response to complaints regarding interior sewage and flooding, mold, vectors and insects, animal waste, and unsafe living conditions. The Environmental Health Division may work in conjunction with HCPH Water Quality Division to respond to situations concerning sewage and sewage systems. The Waste Management Division is responsible for solid waste, trash, and illegal dumping.

Certain conditions may indicate imminent danger to occupants and surrounding residents and present a potential health emergency. If a structure meets certain critical indicators of being unsuitable for habitation, the Environmental Health Division may condemn a structure, however they do not order demolition. Some conditions indicating a dangerous environment include:

- Inoperable sewage systems, including nonfunctional toilets.
- Absence of running water.
- No electricity.
- Sewage backup into basement.
- Inadequate entry and exit paths due to debris, which hinder the ability of first responders to enter the premises during an emergency.

Note that HCPH does not respond to complaints for areas under purview of City of Cincinnati Health Department, Springdale Health Department, or Norwood Health Department, nor do they play a role in physically repairing structures.

Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends. The following assumptions were made in consideration of ESF #3:

- Rapid assessment of the involved area(s) will be initiated to determine critical needs and priorities. Resources, including personnel, will be identified, prioritized, and managed based on critical needs. ESF #3 will prioritize emergency missions by addressing life safety and human health issues first.
- The Hamilton County Debris Management Plan (DMP) will be activated for disposal of materials from large-scale debris clearance and demolition activities (see Tab C – Hamilton County Debris Management Plan).
- Jurisdictions will be required to conduct emergency debris removal without County assistance during the initial phases of a disaster. Municipalities will be responsible for the removal and disposal of debris on their legal rights-of-way.
- Debris removal on private property will be the responsibility of the property owner.
- Emergency environmental waivers and legal clearance may be needed for disposal of materials from debris clearance and demolition activities.
- Local, county, and state requirements remain in effect unless revised by the appropriate authorities in accordance with applicable rules and regulations. Additional consumer protection programs may be put in place to protect citizens (i.e., protection against price gouging, fraudulent charitable solicitation, or disreputable repair service contractors).
- To the maximum extent possible during a disaster, public works will continue to provide services within their jurisdiction(s) through normal means; however, non-essential activities may be curtailed or eliminated until full operations can be re-established.
- Additional public works services and equipment may be provided to some degree by mutual aid or contracted on an emergency basis when required for response and recovery operations.
- County departments may need authority to enter private property to evaluate and repair utilities that jeopardize public and private property or threaten public health or the environment.

- Water pressure may be low, hampering firefighting and impairing sewer system function.

Concept of Operations

Emergency Support Function (ESF) #3 – Public Works consists of four broad activities in relation to the Hamilton County Emergency Operations Plan. These activities are:

ESF #3 Activities	
1.	Supporting Debris Management Operations
2.	Monitoring Water and Wastewater Utility Impacts
3.	Maintaining Awareness of Building Demolition and Restoration Activities
4.	Integrating State and Federal Assistance

When the Hamilton County EOC is activated, the Operations Coordination Section Chief will notify agencies of ESF #3 when public works capabilities are required for County assessment, response, and recovery activities during emergencies. Full or partial activation of ESF #3 will depend upon the requirements for response and recovery.

Upon notification of ESF #3 activation, HCDOES will send a representative to the County EOC. They will provide support for all public works activities at the County level, coordinating with other ESF representatives and assisting jurisdictions upon request.

Close coordination is maintained between ESF #3 agencies/departments during emergencies to:

- Prioritize response and recovery missions.
- Share and update information.
- Ensure expedient response and recovery actions.
- Avoid redundant activities.
- Ensure a unified effort when working with local, county, state, federal, and private organizations.
- Provide accurate intelligence to other organizations in the Hamilton County EOC and at the site of the emergency.

Supporting Debris Management Operations

Disasters may generate debris of types and quantities that exceed the County’s capabilities. For this reason, Hamilton County maintains a Debris Management Plan (DMP) (see Tab C) with HCDOES as the Debris Management Coordinating Agency (DMCA). HCDOES will provide technical assistance and coordinate with the entities involved in the debris management process. The role as DMCA may be active even when the Hamilton County EOC is not activated. In the event of an activation, the HCDOES will both coordinate ESF #3 activities and serve as the DMCA.

Because the Hamilton County DMP is a comprehensive document providing guidance on how debris management operations should be handled during a disaster, this annex will only briefly highlight important aspects from the plan.

Public Property/Rights-of-Way Debris Removal

- Debris deposited on public property including the right-of-way will be the responsibility of local government.
- Curbside sorting and separation will be the preferred operation unless it will lead to slower overall recovery times and increased waste handling costs.
- Removal and disposal actions should be handled at the lowest level possible based on the magnitude of an event. Removal and disposal follow the normal chain of responsibility (i.e., local jurisdiction, county, state), and when resources are exceeded at each level of responsibility, federal assistance may be requested according to established procedures.

Private Property Debris Removal

- Debris deposited on private property is the responsibility of the property owner.
- In some cases, where a health and/or safety threat exists, private property owners may move event-related debris to the public right-of-way or curb for removal by public/government forces.
- All costs from the removal of debris from demolition of dangerous structures are the responsibility of the property owner. The cost of debris removal and disposal may be wholly or partly covered by insurance.
- Any water source located on private property is the responsibility of the property owner to clear of debris.

Debris Disposal and Route Clearance

- Contractors capable of assisting the County with debris removal and collection have been pre-identified in the DMP and can be quickly notified that their services are needed. ESF #3 will share contactor information with the Resource Unit Leader in ESF #5.
- ESF #1 – Transportation is responsible for identifying critical transportation routes that require priority clearance and communicating that information to ESF #3.
 - If roads need to be closed, ESF #1 will notify public works departments, the County Engineer's Office, and Ohio Department of Transportation (ODOT) of the need for barricades and closure signage. It is the responsibility of the Engineer's Office, local public works, and the Ohio Department of Natural Resources to clear transportation routes of debris.
- Reduction efforts are emphasized throughout the debris management process due to the importance of reducing waste streams and diverting reusable, recyclable waste from landfills. Different methods of collection, reduction and disposal that may be conducted in Hamilton County depending on the debris types and available resources.

Debris Management Site Identification

- Hamilton County has pre-identified potential debris management sites for the sole purpose of temporarily storing, segregating, and reducing debris. ESF #3 will inform the EOC of debris management site locations and inform ESF #15 – Emergency Public Information of appropriate information to disseminate to the public.
- If a local jurisdiction wishes to share resources, including debris management sites, they must coordinate with the DMCA and follow the minimum requirements established in the DMP.

Monitoring Water and Wastewater Utility Impacts

Due to the number of independently operating municipalities in Hamilton County, there are a myriad of water and wastewater utilities providing services to residents. This results in differing priorities, goals, response procedures, capabilities, and resources. ESF #3 will work with MSD, GCWW and local water/wastewater utilities to identify:

- Disruptions to operations and public works facilities/infrastructure.
- Threats to the lives and safety of residents.
- Response and recovery priorities/goals.
- Current response and recovery actions.
- Estimated deployment and/or restoration time of public works services.
- Resource gaps, including emergency power needs.

ESF #3 will use the above information to create a common operating picture and provide situational awareness in the County EOC and amongst the involved water/wastewater utilities. If there is an immediate need for public works resources in a certain area due to life-safety issues or potential/actual lifeline disruption, ESF #3 will coordinate with MSD and GCWW to prioritize activities or assist the local water/wastewater department, if able.

The pre-positioning of ESF #3 resources may take place depending upon the nature of the hazard. ESF #3 will coordinate with ESF #7 — Resource Management, and ESF #5 — Information & Planning when establishing staging areas for personnel, equipment, and supplies. This will ensure that the best sites are identified, established, and that site locations, contact numbers, and capabilities are distributed to personnel needing this information.

FEMA's Core Capabilities – ESF #3

- **Infrastructure Systems** – Water and wastewater systems are considered critical infrastructure as access to clean, safe water is a requirement for all human activity and properly treated wastewater is vital for preventing disease and protecting the environment. Critical services, such as firefighting and healthcare (hospitals), and other dependent and interdependent sectors, such as Energy, Food and Agriculture, and Transportation Systems, would suffer negative impacts from a denial of water/wastewater services. By quickly restoring and maintaining water and wastewater systems, ESF #3 is helping to stabilize critical infrastructure functions, and minimize health and safety threats. ESF #3 also supports debris clearance, removal, and disposal, helping to restore and revitalize systems and services for a more resilient community.

GCWW communicates with their field personnel on a regular basis using cell phones and 800 MHz radios with dedicated channels on the City of Cincinnati network. MSD communicates with their personnel using cell phones. Coordination between the Coordinating and Supporting Agencies and the EOC is by direct communication (e.g., phone or radio) if possible, or any other means available if necessary.

The primary activity of ESF #3 in relation to water/wastewater utilities is gathering and sharing information. While each water/wastewater utility may have different resource requirements and operational priorities, by maintaining situational awareness ESF #3 can consolidate information from all impacted jurisdictions to better understand the needs of the County as a whole, make recommendations on priority of repairs, and mobilize external resources to the areas of greatest need. ESF #3 will also assist with resource requests from public works agencies and departments both at the County and jurisdiction level, relaying resource requests to ESF #7.

Water and wastewater services are provided by special districts through franchise agreements. During an emergency or disaster, the re-establishment of services will be the responsibility of the service provider. However, the public utilities (MSD and GCWW) will assist with efforts outside of their service districts as resources allow.

Each local public works department will maintain authority within its own jurisdiction. Every department will direct and control their own public works resources and system(s), including managing, monitoring, and tracking their resources. While there is no formal agreement between MSD and GCWW, both departments fall under the City of Cincinnati and therefore have a separate process for tracking shared resources and expenses. This allows for greater flexibility of resource sharing between the two, including personnel.

Maintain Awareness of Building Demolition and Restoration Activities

Disasters frequently result in structural damage to buildings, creating a need for inspection, repairs, condemnation, and demolition. The Hamilton County Division of Buildings + Inspections (B+I) is the county appointed building official responsible for building inspections and permit issuance within the unincorporated townships (TWPs) of Hamilton County and eight contract jurisdictions (see table below or Tab B). Within those roles, B+I also play a part in building repair, condemnation, demolition, and temporary occupancy permits.

If any buildings are severely impacted by a disaster, B+I investigate to determine if the building(s) require a "Repair or Demolish Order," which may require permits be granted by B+I. When B+I issue a Repair or

Demolish Order, the building owner may choose to repair their property or demolish it; however, until one of the options is completed, the building is considered condemned and not safe for occupancy. It should be noted that B+I do not have any role in physically repairing, stabilizing, or demolishing structures, or acquiring contractors to complete these activities.

Contracted Jurisdictions	Unincorporated Townships
<ul style="list-style-type: none"> • Amberly VLG • Fairfax VLG • Golf Manor VLG • Lincoln Heights VLG • Lockland VLG • North Bend VLG • Village of Indian Hill CTY • Woodlawn VLG 	<ul style="list-style-type: none"> • Anderson TWP • Colerain TWP • Columbia TWP • Crosby TWP • Delhi TWP • Green TWP • Harrison TWP • Miami TWP • Springfield TWP • Sycamore TWP • Symmes TWP • Whitewater TWP

If an unsafe, substandard, or unsanitary condition is found in a building, B+I serve the property owner an “Unsafe Building Order.” This order designates the building and describes the repairs or improvements required to render the structure safe, secured, and/or sanitary. The order will require the repairs/improvements be made or that the unsafe portion be demolished within a certain period of time. B+I will also provide the water and wastewater utilities servicing the structure the Unsafe Building Order with a request to discontinue utility services when it constitutes a hazard to the public. If B+I order repairs/improvements to be made to a structure, the property owner is responsible for financing and finding a qualified contractor to complete the repairs. B+I will conduct inspections throughout the repair process to ensure adequate standards of practice are upheld and that repairs are compliant with building codes, resolutions, and ordinances.

HCPH Environmental Health Division will respond to situations where there are unsanitary or unsafe conditions making occupancy dangerous and/or poses a danger to the community. If a building has been damaged by a disaster and it continues to be occupied without any attempts to repair or remediate the unsanitary/unsafe conditions, HCPH may inspect the structure, in conjunction with B+I, to determine if it needs to be condemned. Once condemned, the structure must be vacated, and the property owner is responsible for fixing the cited problems. It is against the law to reside in a condemned structure; occupants must vacate the building.

Once the unsanitary/unsafe conditions have been remediated, HCPH will come back for a follow-up inspection and remove the condemnation order if adequate measures have been taken. If the structure remains unsanitary/unsafe, the condemnation order will remain in effect indefinitely until appropriate actions are taken. HCPH works with County departments and private organizations to assist condemned building occupants in finding temporary housing and mental health support, when necessary.

Emergency stabilization of a structure may be done without a permit. After a building has been stabilized, the property owner would then need a permit for repairs or demolition. The property owner is responsible for stabilization activities.

When there is actual and immediate risk of failure or collapse of a building or structure that would endanger life or safety, or when any structure or part of a structure has fallen and use or occupancy of the structure would endanger life or safety, B+I may order and require the occupants to vacate and refrain from using the building. Once a vacation order has been given, contractors may be allowed to enter the structure to conduct repairs or demolition if they have received the appropriate permits from B+I.

In order to obtain a demolition permit, the property owner must submit to the utility companies servicing the building a written notice of their intent to demolish the building and request that all utilities disconnect service. This must then be provided to B+I before a permit for demolition can be ordered. The property owner is responsible for all repair and demolition expenses. If a property owner cannot be found and/or contacted within a certain amount of time, the jurisdiction the building resides in is responsible

for getting a demolition permit from B+I, putting a contract out to bid, and covering the expenses of demolition and disposal of demolition debris.

After demolition, the property must be restored to a state that is free of danger. This may include grading the site, covering surface holes/irregularities, clearing all debris from the premises, and plugging building sewers at the property line. After completion of demolition and site restoration, final inspection by B+I must be conducted.

B+I should coordinate with utility companies and HCPH to ensure that:

- Utilities can be shut off to a building before repairs, stabilization, demolition, and/or new construction.
- No utility systems will be damaged or cause cascading service disruptions while repairs, stabilization, demolition, and/or new construction occurs.
- Contaminants do not impact the quality of potable water, wastewater, or the surrounding environment.
- Residents vacating a building scheduled to be demolished are directed to appropriate housing and assistance resources.

Another role B+I may play after a disaster is granting a Temporary Certificate of Occupancy. If sheltering operations are needed in structures that are not certified for occupancy, (e.g., tents, empty retail space, temporary structures), B+I can conduct an inspection and may grant a Temporary Certificate of Occupancy so that sheltering operations can be carried out in the structure.

After a disaster that results in damage to buildings, B+I is critical to ensuring the structures in their service areas are inspected for severity of damage and determining the method of remediation that is required or recommended to ensure the building is made safe for occupancy. While B+I is not the only building official in the county, the same building code is used County wide and therefore has similar processes.

B+I field personnel will provide regular updates to ESF #3 regarding:

- Approximate numbers and locations of unsafe structures.
- Ongoing activities and projects related to the incident.
- Permit requests, if relevant to emergency operations and overall response.
- Locations requiring utility shutoffs.
- Identified utility disruptions or dangerous conditions that could result in contamination of utility systems.

[Integrating State and Federal Assistance](#)

A public emergency may affect the lives of many local response personnel and their facilities, preventing them from performing their prescribed emergency duties. Similarly, equipment in the immediate emergency area may be damaged or inaccessible. Sufficient resources may not be available to local agencies to meet emergency requirements. State and/or federal assistance may be required to identify and deploy resources from outside the affected area to ensure a timely, coordinated, and effective response.

ESF #3 will cooperate and coordinate with other ESF Coordinating Agencies to ensure state and federal assets are deployed effectively and in response to appropriate priorities for the protection of the health, safety, and welfare of residents. Coordinating and Supporting Agencies will coordinate with each other to ensure the most effective use of personnel and equipment, to avoid redundant activities, and to cooperate on emergency response missions.

Hamilton County ESF #3 Coordinating and Supporting Agencies will collaborate with Ohio ESF #3 agencies by working with them in the County EOC, in the field, and through the Ohio EOC. All ESF #3 agencies will maintain communications with their department and personnel in the field, simultaneously sharing

information with the EOC. ESF #3 will utilize the National Incident Management System/Incident Command System (NIMS/ICS) structure by operating under the ESF organization in the County EOC, while maintaining the established organizational and reporting structure within their own departments. Additionally, there are non-state and federal resources available to assist water/wastewater utilities.

The Ohio Water/Wastewater Agency Response Network (Ohio WARN) is formed of water and wastewater agencies, referred to as “members,” that have entered into a mutual aid agreement (MAA) to share resources and assist each other in the form of personnel, equipment, materials, and supplies in the event of emergencies that disrupt utility services. GCWW and MSD are members of Ohio WARN, as are most jurisdictional public works departments in the County, giving them access to regionally based utility-to-utility resources to support the restoration of public and private water/wastewater infrastructure. If sufficient assistance is not available via in-state sources, further assistance and resources can be accessed through U.S. WARN. U.S. WARN resources can be accessed through local mutual aid agreements, direct requests from local emergency management agencies to Ohio WARN, or through the Ohio EOC.

A member may request assistance from other members through an established process set forth in the MAA. No member is required to respond to a request for assistance, it is a voluntary agreement to provide assistance if willing and able. If a member is willing and able to assist, they will inform the requesting member of the type of resources available and the approximate arrival time of the assistance. When providing support under this MAA, the requesting member and the responding member will be organized and function under NIMS. In order to be eligible for federal emergency management assistance, water and wastewater mutual aid and assistance programs must meet NIMS standards for emergency preparedness and response.

The Ohio Rural Water Association (ORWA) is a nonprofit organization that provides free or affordable technical assistance, training, and support services to communities with a population of less than 10,000. ORWA can provide free on-site technical assistance to Ohio's rural and/or small communities' public water and wastewater systems in emergency and non-emergency response situations. ORWA is available to support both members and non-members in an emergency by dispatching a technician to diagnose the water or wastewater system issue and assist in repairing the identified problem. The ORWA technician is an independent entity that will integrate into the existing response structure by reporting back to their identified point of contact.

Organization and Assignment of Responsibilities

The Hamilton County Department of Environmental Services (HCDOES) has the primary responsibility for monitoring the public works functions in Hamilton County during an emergency. HCDOES will serve as the Coordinating Agency for this ESF.

Coordinating Agency Responsibilities

Hamilton County Environmental Services will:

1. Coordinate the activities of Supporting Agencies within ESF #3 to fulfill operational objectives.
2. Direct the activities of ESF #3 in conjunction with assistance from ESFs at the local, state, or federal levels as applicable.
3. Collaborate with other Coordinating Agencies to ensure an effective response between ESFs.
4. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. The Hamilton County Emergency Management and Homeland Security Agency (EMHSA) will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
5. Implement internal standard operating procedures (SOPs) outlined in the EOC Manual (refer to EOC Manual for specific actions of ESF Representatives).
6. Share ESF #3 activity information with appropriate EOC personnel.
7. Prioritize ESF #3 operational strategies in alignment with the EOC and on-scene objectives.

8. Receive, manage, and track resource requests for ESF #3 in accordance with established resource management procedures.
9. Coordinate with ESF #7 – Resource Management and ESF #5 – Information & Planning when establishing staging areas for public works and engineering personnel, equipment, and supplies.
10. Request and facilitate connections to mutual aid-based resources for response to incidents that impact public and private water and wastewater utilities. Supplemental assistance may come from regional, state, or federal sources.
11. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination.
12. Serve as the Debris Management Coordinating Agency and implement the *2022 Hamilton County Debris Management Plan* (Tab C) as appropriate.
13. Provide longer-term coordination of debris removal across Hamilton County and support the restoration and recovery of infrastructure with engineering technical support.
14. Assist in the development of the After-Action Report.

Supporting Agencies Responsibilities

Hamilton County Communications Center:

1. Will report debris that is a hazard to the health and safety of the public or blocking a major transportation route to the Hamilton County EOC, if activated.
2. May direct public inquiries to a non-emergency number for debris related questions.
3. Will notify wrecker companies of vehicles in debris clearance routes that must be relocated.
4. Will notify utility companies of utility related debris requiring removal or debris impacting utility equipment and/or property.
5. Will make notifications to public works, the Engineer’s Office, and/or Ohio Department of Transportation if route closure signs are needed.

Hamilton County Engineer’s Office will:

1. Provide personnel and equipment for the following engineering emergency activities:
 - a. Debris removal in public right-of-way, including bridges.
 - b. Repair within the public right-of-way.
 - c. Engineering reconnaissance.
 - d. Emergency drainage problems.
 - e. Emergency vehicle access to critical infrastructure.
2. Identify passable and impassable roads throughout the County, prioritizing debris clearance for critical routes.
3. Assist in identification of potential debris management sites.
4. Provide roadblock barricades and signs for County roads.

Hamilton County Facilities will:

1. Provide personnel and equipment for the following public works emergency activities for property and/or buildings owned by Hamilton County:
 - a. Debris removal.
 - b. Damage assessment.
 - c. Technical assistance for inspections, emergency repairs, and/or demolition of damaged county property.
2. Provide technical recommendations as requested by ESF #3 agencies during emergencies.
3. Identify emergency problems, shortfalls, and resource needs and communicate those to ESF #3.

Hamilton County Planning + Development will:

1. Assist in determining the structural integrity of buildings damaged by a disaster.
2. Dispatch a field team to assess disaster affected area and inventory structures as “safe” or “unsafe” and post official orders on “unsafe” buildings ordering them to be removed or repaired.
3. Provide personnel for flood damage assessments as needed at the site of the emergency.

4. Issue condemnation orders for buildings damaged by a disaster.
5. Issue Temporary Certificate(s) of Occupancy, if appropriate.
6. Provide technical assistance for inspections, emergency repairs, or demolition of damaged public buildings.
7. Ensure all repairs comply with current building codes and land-use regulations.

Hamilton County Prosecutor's Office will:

1. Review all projects on behalf of Hamilton County agencies for legal issues and impacts associated with disaster response and recovery.
2. Provide legal advice to Hamilton County decision makers as required.
3. Ensure all legal requirements are met when soliciting bids and hiring contractors.

Hamilton County Public Health will:

1. Assist in monitoring and tracking affected municipalities regarding resumption and availability of potable water, working sanitary and storm sewer systems, and garbage collection.
2. Provide regulatory oversight and technical assistance as needed for waste segregation and material handling, waste evaluation/classification, proper management of specific waste types, and reporting.
3. Assist in coordination of the provision of emergency waste disposal facilities for impacted neighborhoods and local government facilities, in conjunction with local/municipal personnel.
4. Provide increased regulatory oversight as needed for licensed waste disposal facilities/waste haulers and determine if regulatory waivers are necessary.
5. Inspect household sewage treatment systems for proper operations and as outlined in internal SOGs.
6. Assist with securing commercial chemical toilets and handwashing stations.
7. Assist in supervising the construction of alternate human waste disposal units (e.g., latrines) if commercial toilets are unavailable.
8. Assist with locating and distributing emergency potable water supplies.
9. Assure the sanitary transportation and treatment of water to be used as potable water, verifying that the water is potable prior to consumption.
10. Assist the County in delivering emergency water supplies via tanker trucks or other means.
11. Surveil storm sewers and waterways for pollution.
12. Assist with home condemnation.
13. Ensure coordinated messaging by working with ESF #15 on disseminating health and safety tips to the public.

Hamilton County Purchasing will:

1. Develop and/or implement procedures for hiring contractors to assist in response and recovery operations.
2. Establish contracts with agencies, organizations, and businesses able to assist with:
 - a. Debris removal and disposal.
 - b. Demolition and repair of buildings, roadways, and bridges.

Greater Cincinnati Water Works will:

1. Perform damage assessment on water systems (pump and lift stations, treatment plants, etc.).
2. Determine the locations and extent of water line breaks and coordinate with local and County agencies for repairs and traffic control.
3. Test for and provide potable water supply, in coordination with ESF #8 – Health and Healthcare Providers and ESF #6 – Mass Care.
4. Test water supplies for contamination.
5. Coordinate the issuance of boil water advisories and alerts.
6. Regulate water usage in times of shortages as appropriate, assuring priority is given to meet immediate/essential emergency needs.

7. Coordinate with the Metropolitan Sewer District of Greater Cincinnati to clear debris from areas impacting sewer and water infrastructure.
8. Identify emergency problems, shortfalls, and resource needs and communicate those to ESF #3.
9. Provide temporary water systems until normal operations resume.

Metropolitan Sewer District of Greater Cincinnati will:

1. Perform damage assessment on public works systems (pump stations, lift stations, treatment plants, etc.)
2. Determine location and extent of sewer line breaks and coordinate with local and County agencies for repairs and traffic control.
3. Test treated and untreated water for contamination.
4. Coordinate with local jurisdictions for repairs and decontamination, if necessary.
5. Respond to sewer backup reports.
6. Coordinate with Greater Cincinnati Water Works to clear debris from areas impacting sewer and water infrastructure.
7. Identify emergency problems, shortfalls, and resource needs and communicate those back to ESF #3.

Local Jurisdictional Public Works Agencies will:

1. To the extent possible, protect existing water supplies and restore damaged systems.
2. Provide temporary water and wastewater systems until normal operations resume.
3. Regulate water usage in times of shortages as appropriate, assuring priority is given to meet immediate/essential emergency needs.
4. Assist with debris clearance.
5. Communicate with the County EOC on status of public works systems and resource requests.

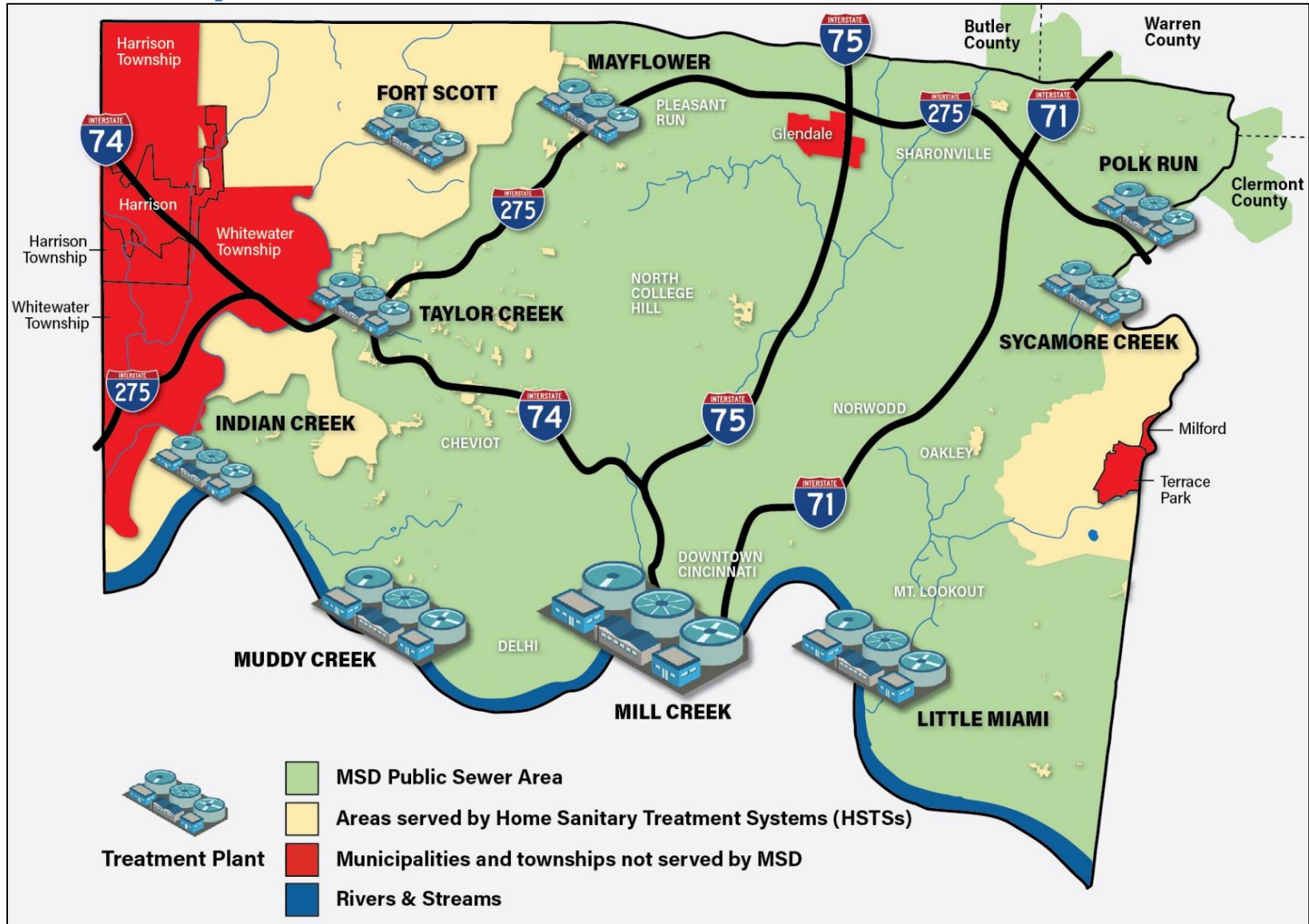
Attachments

[Tab A – MSD Service Map](#)

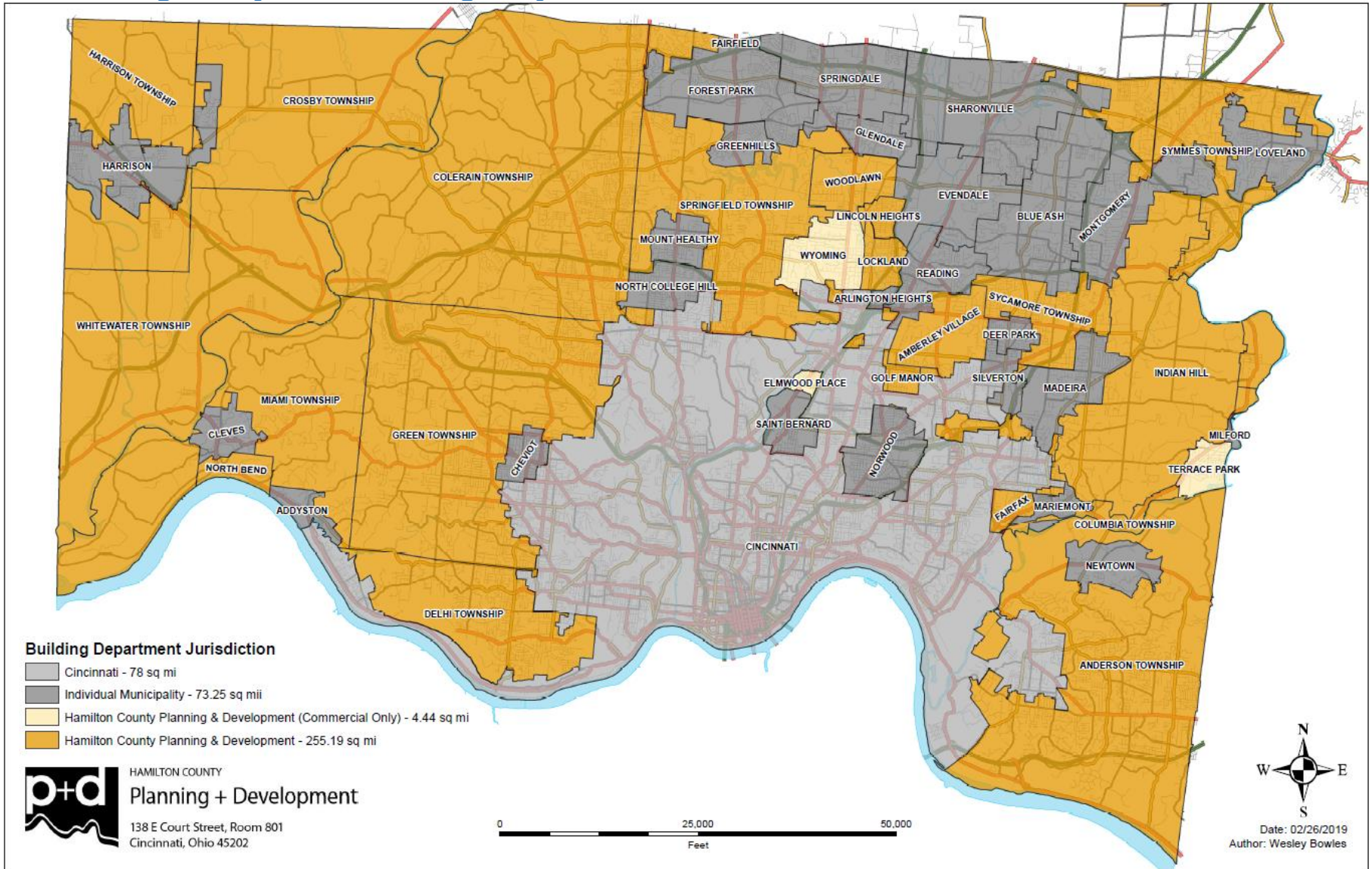
[Tab B – Buildings + Inspections Coverage Map](#)

[Tab C – Hamilton County Debris Management Plan](#)

Tab A – MSD Service Map



Tab B - Buildings + Inspections Coverage Map





Annex D: Emergency Support Function #4 – Fire/EMS

February 2023

Coordinating Agency

Hamilton County Fire Chief's Association

Supporting Agencies

Hamilton County Communications Center
Hamilton County Emergency Management & Homeland Security Agency
Hamilton County Engineer's Office
Greater Cincinnati Hazardous Materials Units
Greater Cincinnati Water Works
UC Health Air Care & Mobile Care
Local Jurisdictional Fire/EMS Departments
Local Law Enforcement
Duke Energy

Introduction

Purpose

The purpose of Emergency Support Function (ESF) #4 – Fire/EMS is to establish how activities related to fire rescue and emergency medical services (EMS) will be coordinated and supported during and after disasters to meet the emergency needs of Hamilton County, OH. This ESF describes the operational components as well as roles and responsibilities of the agencies necessary to fulfill the duties of ESF #4.

Scope

ESF #4 serves to support the agencies and departments who are responsible for fire rescue and suppression in urban, suburban, rural, and wildland settings, as well as medical emergencies that are the result of natural, technological, or human-caused disasters. The fire and EMS services in Hamilton County provide a number of other specialty services that may be covered in more detail in other Emergency Support Functions (ESFs) such as ESF #9 – Search & Rescue, and ESF #10 – Hazardous Materials. Additionally, fire and EMS will be crucial in responding to a Mass Casualty Incident (MCI) and a brief overview of their response to an MCI is covered in this ESF; the Hamilton County Fire Chief's Association 2020 Mass Casualty Incident (MCI) Response Plan (see Tab A) provides comprehensive guidance on responder responsibilities during an MCI.

Fire and EMS services in Hamilton County are provided by thirty-seven various agencies including joint fire districts, municipal fire departments, and privately-owned fire companies. In the County, nearly all EMS is provided by the local fire departments. All of Hamilton County is provided with fire and EMS protection through a network of paid, volunteer, and combination paid/volunteer fire and EMS departments.

Within Hamilton County, EMS personnel are capable of providing multiple services. These services include first responder emergency medical services, medical transport, mass casualty services, and patient transportation to secondary care locations. These services may be needed due to any number of hazards occurring within the County, including fire. Additionally, while a shortage of ambulances may occur during a disaster, almost all firefighters are cross-trained as Emergency Medical Technicians (EMTs) or paramedics and are capable of providing emergency medical services.

Hamilton County does not have countywide fire rescue resources or responsibilities. Each jurisdiction is responsible for ensuring fire rescue and EMS are provided to their community. However, the Hamilton County Fire Chief's Association (HCFA) serves as a unifying body by maintaining members from every fire department in the County and routinely meeting to share information, discuss challenges, and maintain situational awareness of the County's fire rescue activities.

Additionally, the HCFA drafts county-level policies and procedures as well as training requirements that give guidance to local jurisdictions. Upon request, they can provide fire chiefs trained in the Incident Command System (ICS) who deploy as an Incident Management Team/Incident Management Assistance Team (IMT/IMAT) to help stabilize an incident, provide subject matter expertise, and fill staffing shortages. The HCFA provides this service through a mutual aid agreement (MAA).

Because the HCFA is comprised of members from the County's various fire/EMS departments, the HCFA serves as the Coordinating Agency for ESF #4. Activities of ESF #4 include supporting fire rescue and emergency medical operations; activating interstate and intrastate firefighting agreements; and coordinating mass casualty operations.

Situation

Fire is the one of the most frequently occurring hazardous events in Hamilton County, though it rarely rises to the level of "disaster." The 2018 Hamilton County Multi-Hazard Mitigation Plan risk assessment ranks fire fifth out of the twenty-five hazards that were identified as the greatest threats to the County and where mitigation actions should be focused to provide the best value to the County. Fire ranks this high largely because it has the possibility of generating the secondary hazards of hazardous materials incidents and utility outages.

The risks associated with fires are mainly to lives, property, utilities, and infrastructure. Fire, while always a danger, could become more lethal during a natural or human-caused disaster that impacts Hamilton County. Fire, flood, aircraft crashes, train accidents, hazardous materials incidents and numerous other causes occasionally create situations which require dispersal of firefighting/EMS equipment beyond that which is normal.

The responsibility of managing and suppressing fire belongs to the local fire/EMS departments. Hamilton County has no fire rescue responsibilities, rather it supports local jurisdictions in responding to and managing fire and EMS related incidents in their communities. All fire departments in Hamilton County follow the NIMS/ICS, meaning the first fire apparatus that arrives on scene will establish command and assess the situation. The most qualified individual on the fire apparatus will assume the role of Incident Commander (IC) until such time as a higher-ranking or more qualified official arrives and takes command.

In the event of a large fire or EMS emergency in the County, the first party notified of the event will be the Hamilton County Communications Center (HCCC) or City of Cincinnati Emergency Communications Center (ECC). Once aware of the event, the dispatch center will make notifications via RAVE Mobile Safety, Computer-Aided Dispatch (CAD) Paging, Active911, or another notification method. These notifications will be sent to various groups depending on the incident.

HCCC dispatch in coordination with the local fire chiefs and the HCFA have determined the equipment and personnel required to respond to various fire/EMS incidents within the different jurisdictions. The response depends on the jurisdiction's needs and requirements. Once responders on scene have determined a situation exists which overwhelms local resources and capabilities, mutual aid will be activated to support the incident. Mutual aid is deployed via established HCCC dispatch protocols, created in conjunction with the HCFA.

If necessary, specialized teams or response organizations, often comprised of individuals from the local fire departments, may be brought in to assist on scene in the suppression of the fire or containment of

the emergency. Examples of these teams are the Urban Search and Rescue Task Force, Cincinnati Heavy Rescue, and the locally-based water search and rescue team, Task Force 1 (see ESF #9 – Search & Rescue). There are also hazardous materials teams for hazardous material incidents, weapons of mass destruction (WMD) or radiological emergencies (see ESF #10 – Hazardous Materials).

Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends. The following assumptions were made as consideration for ESF #4:

- Hamilton County is vulnerable to multiple hazards that could result in serious health risks and situations that adversely affect the population and overwhelm the EMS and healthcare system.
- Multiple fire incidents may occur simultaneously in different locations around the County. These fires may draw upon the same resources (engines or other tactical and support resources). Some firefighting resources may become scarce, resulting in firefighting operations needing to be prioritized.
- Planning for every firefighting or EMS contingency is beyond the scope of this ESF but it will outline broad objectives that provide the greatest protection of life and property that can be achieved with the resources available.
- Wheeled-vehicle access may be hampered by such occurrences as falling trees and power lines, bridge failures, and landslides, making conventional travel to the fire location extremely difficult or impossible.
- The majority of Hamilton County is serviced by fire hydrants. In the event of a long-term water outage a water contingency plan will have to be identified.
- In most situations, individual department personnel and equipment, in conjunction with personnel and equipment provided through preexisting MAAs, the ERS, and the Intrastate Mutual Aid Compact (ORC – 5502.41) should be adequate for responding to any disaster.
- Once local jurisdictions have exhausted all their resources and a local emergency declaration has been declared, state and federal resources may be made available.

Concept of Operations

Emergency Support Function (ESF) #4 – Fire/EMS consists of three broad activities in relation to the Hamilton County Emergency Operations Plan. These activities are:

ESF #4 Activities	
1.	Supporting Fire Rescue and Emergency Medical Operations
2.	Activating Interstate and Intrastate Firefighting Agreements
3.	Coordinating Mass Casualty Operations

Supporting Fire Rescue and Emergency Medical Operations

Fire service personnel are also trained as EMTs or paramedics and are the primary first responders for medical emergencies as well as fires. Large scale incidents that exceed individual fire/EMS department capabilities will receive additional support from neighboring departments to handle the size of the incident, whether it be fire or medical in nature. All fire/EMS departments in Hamilton County are part of a fire and EMS MAA that is designed to dispatch fire and medical units to an incident from multiple jurisdictions based upon different factors. Each fire department has designed their own response templates to determine what mutual aid companies/resources are dispatched to assist with an incident.

However, fire departments can utilize mutual aid to request specialized equipment based upon the incident.

Hamilton County has access to a large number of resources that support fire/EMS operations. These resources, while rarely needed, are maintained, exercised and staffed with trained personnel in the event of a large fire and/or EMS incident. If a large incident occurs which requires a county-wide response, municipal fire/EMS departments will report available resources and request resources through ESF #4, as directed. ESF #4 Coordinating and Supporting Agencies will coordinate with the Incident Commander(s) or Unified Command (UC) at the site of the incident to provide resources and support on scene operations.

ESF #4 may support on-scene operations multiple ways. They may determine staging areas; serve as the air medical liaison by dispatching air medical units and designating landing zones; coordinate resources including locating and acquiring resources from the private sector if needed; coordinate communications by designating radio channels, monitoring fire ground radio traffic for mayday signals; listening for requests from responders and the IC/UC; and activating the ERS. During day-to-day responses, the communications centers provide these support functions for first responders. In the event these responsibilities need to transfer from the HCCC to ESF #4, ESF #4 will coordinate with ESF #2 – Communications.

ESF #4 supports EOC operations by gathering information from the field and sharing that information with the Planning Coordination Section (ESF #5). The Planning Coordination Section collects situation information from all ESFs, processes that information and disseminates it to the operational elements in the EOC. They use the information to develop the Incident Action Plans, Situation Reports, and determine mission assignments. The information ESF #4 shares with ESF #5 is also communicated to the Operations Coordination Section, which is responsible for coordinating and tracking incident activities and developing tactical objectives for the EOC in direct support of on-scene operations.

FEMA's Core Capabilities – ESF #4

- **Fire Management and Suppression** – Due to the likelihood and frequency of fire events in the County, the responders providing urban, suburban, rural, wildland, and specialized firefighting capabilities to manage and suppress fires of all types, kinds, and complexities are crucial to executing this Core Capability. ESF #4 supports the efforts of these responders by providing resource acquisition and coordination, gathering and disseminating information, and coordinating objectives and tasks with other ESFs and IC.
- **Situational Assessment** – ESF #4 communicates with the Incident Commander(s) and fire/EMS departments on scene of an incident. As such, ESF #4 is gathering critical information regarding the nature and extent of the hazard, any cascading effects, and the status of the response. This information is essential for informing decision makers of the lifesaving and life-sustaining activities being performed so the appropriate resources within and outside of the affected area are provided to meet basic human needs and stabilize the incident.
- **Public Health, Healthcare, and Emergency Medical Services** – Many ESF #4 Supporting Agencies provide lifesaving medical treatment via EMS and related operations by completing triage and initial stabilization of casualties before beginning definitive care for those likely to survive their injuries and illnesses.

A specialized response unit that is frequently called upon for mutual aid in day-to-day operations is Command 400. Command 400 is a fully equipped mobile command post featuring radios, computers, and video equipment, all designed to allow efficient management of almost any incident. This vehicle is staffed by a team of approximately 45 members who serve on a rotating on-call schedule. These team members can assist on-scene operations, give SME advice, provide additional satellite communications and radios, fill out ICS forms for documentation and reimbursement purposes, provide IMT trained personnel, and keep track of T-Cards, if requested by the IC/UC. Command 400 is available by request to emergency managers

of any discipline throughout the Cincinnati tristate area and surrounding major metropolitan areas that fall under Urban Area Security Initiative (UASI) Region 6. This resource is automatically dispatched for USAR Task Force and GCHMU runs, or it can be requested through the HCCC.

The Hamilton County Fire Investigation Team (formerly SCAT/HCAT) is a volunteer team comprised of fire and law enforcement personnel with an education in fire investigation and criminal prosecution. The team also maintains members in forensic science for fire debris analysis and evidence processing and the Hamilton County Prosecutors Office. Many members hold national and international credentials in fire investigation and attend numerous trainings to maintain their education. The team has a well-established reputation with the State Fire Marshal's Office and works in conjunction with them on firefighter and civilian injuries and fatalities and large dollar losses. For routine fire related investigations, the IC/UC will request that the HCCC contacts and dispatches the Fire Investigation Team. This responsibility may be delegated to ESF #4 once the EOC is activated.

Hamilton County also maintains two drone teams that can assist in an emergency. The Unmanned Aircraft Systems (UAS) 500 Team consists of approximately 25 volunteer members from fire, law enforcement, and civilian responders who support public safety operations in the County and Tri-State area. These drones are available for fire/EMS and law enforcement purposes. All requests for UAS 500 are sent through the HCCC who can contact the drone team's duty officer. The second drone team is the Aerial Reconnaissance Unit (ARU), a team under the Hamilton County USAR Task Force that has the same response capabilities and dispatch protocols.

These drone teams can:

- Provide situational awareness,
- Identify hazards without endangering first responders,
- Map an incident location to determine areas of greatest concern,
- Identify hot spots when fighting fires,
- Search for missing/injured persons,
- Locate and track units on scene, and
- Map fire investigation scenes.

The Hamilton County Fire Chief's Association Urban Search and Rescue (USAR) Task Force is comprised of approximately 125 members from 26 fire departments in Southwest Ohio. The team responds to and manages structural collapses, waterborne, inland/wilderness, and aerial search and rescue operations, as well as trench, confined space, high-angle, machinery, and swift water rescues. The Aerial Reconnaissance Unit (ARU) is a team under the Task Force that has approximately 30 members and 12 drones capable of being flight ready within 25 minutes of arriving on scene. The ARU can be requested by public safety officials in Hamilton County and the region.

Fire/EMS personnel respond to HazMat calls and may need assistance from subject matter experts (SMEs). A valuable resource in responding to this type of incident is the Greater Cincinnati Hazardous Materials Unit (GCHMU). GCHMU is a non-profit regional team organized by the Hamilton County Fire Chief's Association. The team's mission is to provide specialized services and resources in response to releases of hazardous materials and WMD in the region. The team's five response vehicles and the regional command vehicle (Command 400) are housed at GCHMU Headquarters and partnering fire departments. GCHMU has approximately 100 members who volunteer their time to train and respond. Included in the membership are SMEs that can offer information and advice during HazMat and WMD incidents. During routine incidents, the team is requested and dispatched through the HCCC.

Some resources that ESF #4 may need to utilize fall under the authority of other ESFs in the EOC. In the event the Hamilton County USAR Task Force or ARU is requested by the IC/UC, ESF #4 will work with ESF #9 – Search & Rescue to acquire and dispatch this resource. If the GCHMU is needed, ESF #4 will work with ESF #10 – Hazardous Materials to deploy the team. The Logistics Coordination Section will be

informed of all decisions regarding resource allocation made between ESF #4, ESF #9, and ESF #10.

Activating Interstate and Intrastate Firefighting Agreements

Local fire resources often receive assistance from other fire departments/agencies through established mechanisms identified in local agreements. Further assistance can be obtained through an established intrastate mutual aid system. If additional assistance is required, firefighting resources can be requested from other jurisdictions through processes established under MAAs, state-to-state or regional compacts, or other agreements. If the governor of the affected state has declared an emergency, firefighting resources may be requested through the Emergency Management Assistance Compact (EMAC).

The County's local mutual aid is established through the 2015 Hamilton County Fire EMS Mutual Aid Agreement. This MAA gives local fire departments, private firefighting companies, fire districts, and Hamilton County fire response resources the authority to render mutual aid at the request of the individual jurisdictions. This agreement is complimentary to the Intrastate Mutual Aid Compact (IMAC). Certain mutual aid responses are automatic based upon determinations made by the individual jurisdictions and formally communicated to the HCFCA, HCCC, and ECC. At other times, specific mutual aid resources may be requested by the IC/UC.

ESF #4 will keep track of mutual aid requests and resources on scene. If multiple jurisdictions/locations request the same fire resource(s), ESF #4 will coordinate with the Incident Commander(s)/UC to assist in determining the area of greatest need. ESF #4 will have a larger scope of situational awareness due to information flow in the EOC and can relay this information to the IC/UC.

For the majority of incidents, local resources and mutual aid are sufficient for containing and stabilizing after an incident. However, if it appears that a local jurisdiction may exhaust all of their resources and resources available through the pre-existing MAA, they can request additional resources from the Ohio Fire Chief's Association Emergency Response System (ERS), a system designed to commit local fire, EMS, and special resources to emergencies beyond the scope of normal preexisting MAAs.

The ERS provides local fire chiefs with easy access to large quantities of fire and EMS resources (HazMat, water rescue, fire response resources, emergency medical supplies, incident management assistance, etc.) that may be needed to respond to a major fire, MCI or other disaster. The ERS provides for rapid activation and response of fire and medical resources in quantities beyond the means of a single department and local mutual aid.

The ERS may be activated by the IC, HCCC, ECC, or ESF #4 through a central dispatch point. The ERS will be coordinated by one-or-more of eight Regional System Coordinators who will interact and coordinate with County System Coordinators in their region. Regional and County System Coordinators will gather and analyze information on available resources, type resources in accordance with NIMS resource typing guidelines, and input the data into a central database. Once a request for a specific fire/EMS resource has been made through the ERS, the Regional and County System Coordinators will deploy resources to a predetermined staging area for assignment. Except where specified in agreements or through a formal delegation of authority, assisting firefighting resources report to and become part of the command structure of the requesting jurisdiction.

Two other potential sources of assistance are the Ohio Intrastate Mutual Aid Compact (IMAC) and Emergency Management Assistance Compact (EMAC). These are the interstate and national mutual aid systems that may be utilized in a disaster. If the IC/UC determines that it is necessary to request assistance through the IMAC, ESF #4 will coordinate with the EMHSA to gather the required information and contact Ohio EMA.

In the event the Ohio Governor has declared a state of emergency and all local, regional, and state fire/EMS resources are exhausted, ESF #4 would work with the IC/UC, EOC, and EMHSA to request

additional resources from Ohio EMA. Ohio EMA would then decide on the best method for resource acquisition (i.e., EMAC, federal, private sector, etc.) and communicate those requests through established channels.

ESF #4 should maintain awareness of the fire/EMS resources available at the local level, understand the local mutual aid agreement and response protocols for jurisdictional fire departments, and how to activate the ERS. When looking at future consequences and resource needs, ESF #4 can begin to consider if local resources are sufficient for the response, or if another form of mutual aid will be required. ESF #4 in consultation with the Logistics Coordination Section can then start the request process for mutual aid, at the direction of the IC/UC.

Coordinating Mass Casualty Operations

The *Hamilton County Fire Chief's Association 2020 Mass Casualty Incident (MCI) Response Plan* (see Tab A) provides comprehensive guidance for mass casualty operations in the County. Therefore, this plan only gives a brief overview of the fire/EMS response in an MCI. As defined by the MCI Response Plan, an MCI occurs when the number of injured persons exceeds the available resources. This will be situation dependent and could be met through any of the following criteria:

- The number of patients is/may be more than can be managed by the local fire department based on severity and/or quantity.
- An incident may require the response of five or more ambulances.
- The number of patients exceeds the capabilities of the nearest hospital Emergency Department.
- The IC deems it necessary.

The plans and procedures in place require that the first responders to arrive on scene of an incident evaluate the situation and if they determine that a situation exists which has the potential to exceed the day-to-day capabilities, the HCCC or ECC will be instructed to send out an MCI Notification. This notification alerts the EMS and hospital systems of the incident. Once further evaluation has been conducted and it is confirmed an MCI exists, an MCI Alert will be sent out by dispatch. The MCI Alert mobilizes resources, notifies the communications centers, and triggers activation of the Hospital Network.

If local hospitals and healthcare providers are overwhelmed with patients and unable to manage them effectively, EMS may assist by working with The Health Collaborative to determine forward patient movements. Forward Patient movement means transporting patients to secondary care locations (e.g., hospitals/healthcare facilities in other regions) after the patients have been stabilized, to make beds available for other casualties awaiting medical care. This forward patient movement keeps local medical systems from becoming inundated with patients and subsequently unable to effectively provide treatment. Private sector aero-medical resources (e.g., Christ Life Flight, Care Flight, and Angel MedFlight) may be utilized for this purpose. Private sector ambulance services (e.g., UC Health Air Care & Mobile Care, Omni Transport, and Strategic EMS) may also be used for forward patient movement only if all local EMS and mutual aid resources are exhausted. ESF #4 will contact and mobilize the private sector resources if requested by the IC/UC.

During an MCI ESF #4 will work closely with ESF #8 – Public Health & Healthcare Providers to coordinate efforts between fire/EMS personnel, hospitals, public health departments, the Coroner's Office, and The Health Collaborative. ESF #4 will work with ESF #8 – Public Health & Healthcare Providers to address:

- Casualty and fatality estimates,
- Patient statuses and transportation,
- Hospital capacities, including out-of-county trauma center availability, and
- Private sector partner utilization and coordination.

Depending on the incident, ESF #4 may be responsible for activating EMS mutual aid, deploying units to a staging area, contacting/mobilizing private sector resources, deploying aero-medical resources, and

determining objectives and actions with other Coordinating Agencies. The ESF #4 Coordinator should be familiar with the MCI Response Plan to have more comprehensive knowledge of the expected EMS operations and available resources during an MCI.

Organization and Assignment of Responsibilities

The Hamilton County Fire Chief's Association has the primary responsibility for supporting the fire rescue and EMS functions in Hamilton County. The Hamilton County Fire Chief's Association will serve as the Coordinating Agency for this ESF.

Coordinating Agency Responsibilities

Hamilton County Fire Chief's Association will:

1. Coordinate the activities of Support Agencies within ESF #4 to fulfill operational objectives.
2. Direct the activities of ESF #4 in conjunction with assistance from ESFs at the local, state, or federal levels as applicable.
3. Collaborate with other Coordinating Agencies to ensure an effective response between ESFs.
4. Designate sufficient representatives (at least three) to support/staff 24-hour operations at the Hamilton County EOC. Hamilton County EMHSA will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
5. Share ESF #4 activity information with appropriate EOC personnel.
6. Prioritize ESF #4 operational strategies in alignment with the EOC and on-scene objectives.
7. Train all staff responsible for implementing ESF #4 on standard operating procedures.
8. Coordinate with the on-scene IC/UC to assess the fire rescue situation, including a determination of the functional needs on scene.
9. Coordinate with the on-scene IC/UC to assess the EMS situation, including determination of incident type, number of casualties, and resource needs.
10. Obtain from the IC/UC or dispatch whether they have executed the Ohio Fire Chief's ERS and if their capabilities (including mutual aid) will meet the needs of the incident.
11. In conjunction with the IC/UC and the Logistics Coordination Section, begin planning for the acquisition of additional equipment and personnel that may be required to effectively respond to the incident.
12. Receive, manage, and track resource requests for ESF #4 in accordance with established resource management procedures.
13. Evaluate the overall community situation. Compare reports from the scene by fire/EMS with those of other services in the field to obtain a comprehensive assessment of the incident and potential for cascading hazards. This evaluation will provide a basis for determining effective courses of action tailored to the situation.
14. Begin developing secondary water supply contingencies, as needed.
15. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination.
16. Support longer-term coordination of fire rescue and EMS activities across Hamilton County and coordinate all mass casualty operations.
17. Assist in the development of the After-Action Report.

Supporting Agencies Responsibilities

Hamilton County Emergency Management & Homeland Security Agency will:

1. Assist in coordinating resource support for ESF #4 response.

Hamilton County Engineer's Office will:

1. Assist in maintaining access to arterial roadway corridors for firefighting/EMS equipment.

Greater Cincinnati Hazardous Materials Unit will:

1. Relay information from the HazMat Unit in the field to ESF #4 regarding on-scene information,

- current and potential resources, and response objectives.
2. Deploy Command 400 to the scene of an incident, if requested by IC/UC.

Greater Cincinnati Water Works will:

1. Maintain pressure to the hydrant system and address disruptions to the water supply.
2. Maintain a listing of water resources in Hamilton County.

UC Health Air Care & Mobile Care will:

1. Provide net control for the Hospital Network/Disaster Radio Network.
2. Monitor SurgeNet to determine patient allocation during a mass casualty incident and convey that information to the on-scene Transportation Officer.

Local Jurisdictional Fire/EMS Departments will:

1. Conduct firefighting/EMS operations in accordance to established plans, mutual aid agreements, and the Ohio Fire Chief's Emergency Response Plan.
2. Conduct light and heavy rescue operations as appropriate to level of training and available equipment.
3. Establish and maintain field communications, coordination with other responding units/teams, and maintain radio and/or phone communications with hospitals, as appropriate.
4. Maintain inventories of firefighting/EMS staffing and equipment.

Local Law Enforcement will:

1. Provide traffic control and security for firefighting, emergency medical, and rescue operations, as needed.

Duke Energy will:

1. Respond to incident sites and render safe (turn off) natural gas and electrical service as appropriate/directed by the Incident Commander.

References

Hamilton County Fire Chief's Association. (2015). *Fire EMS Mutual Aid Agreement*.

Attachments

Tab A – Hamilton County Fire Chief's Association Mass Casualty Incident (MCI) Response Plan

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Annex E: Emergency Support Function #5 – Information & Planning

October 2020

Coordinating Agency

Hamilton County Emergency Management & Homeland Security Agency

Supporting Agencies

Hamilton County Planning + Development
City of Cincinnati Fire Department
City of Cincinnati Police Department – Real Time Crime Center (RTCC)
Cincinnati Area Geographic Information Systems (CAGIS)
Greater Cincinnati Fusion Center
Hamilton County Fire Chiefs Association
United States Coast Guard

Introduction

Purpose

The purpose of Emergency Support Function (ESF) #5 – Information & Planning is to establish how emergency management activities will be coordinated prior to, during, and after disasters to meet the emergency needs of Hamilton County, OH. This ESF describes the operational components as well as roles and responsibilities of the entities necessary to fulfill the duties of ESF #5.

Scope

Emergency Support Function #5 – Information & Planning serves to support all Incident Management in Hamilton County through all phases of emergency management. Prior to incidents, ESF #5 facilitates the flow of information in order to place resources on alert to aid in response. During and shortly after the incident ESF #5 is responsible for the planning functions in the Hamilton County Emergency Operations Center (EOC) and in support of Incident Command as requested.

Activities of ESF #5 include collecting, processing, and disseminating information in conjunction with the Joint Information Center and ESF #15 – Emergency Public Information, situational awareness and monitoring for potential hazards, intelligence gathering and sharing, incident action planning, and other support as required.

Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends. The following assumptions were made as consideration for ESF #5 – Information & Planning:

- Hazards may affect one or multiple jurisdictions within Hamilton County. Hazards may also extend beyond the borders of Hamilton County and may require a coordinated response and recovery effort between multiple jurisdictions at the local, county, or even state level.
- There will be an immediate and continuous demand for information on which decisions may be made involving the conduct of response and recovery actions.
- Early in most incidents little information will be available and initial information received may be vague or inaccurate.

- The receipt, analysis, and dissemination of timely and accurate disaster information is necessary to provide local, state, and federal governments with a basis for determining priorities, needs, and the availability of resources.
- The collection and organization of the incident status, situation information and the evaluation, analysis and display of that information for use by the EOC will be critical for decision making in the disaster response and recovery process.

Concept of Operations

Emergency Support Function (ESF) #5 – Information & Planning consists of four broad activities in relation to the Hamilton County Emergency Operations Plan. These activities are:

ESF #5 Activities	
1.	Collecting, Processing, and Disseminating Information
2.	Situational Awareness and Monitoring for Potential Hazards
3.	Intelligence Gathering and Sharing
4.	Incident Action Planning

Collecting, Processing, and Disseminating Information

When the EOC is activated, ESF #5 serves as the Planning Section Chief and oversees the Planning Section activities as outlined in the Hamilton County EOC Manual. As Hamilton County EMHSA is the Coordinating Entity for ESF #5, this ESF is usually the first ESF staffed. Once the EOC is active, EMHSA shifts from routine daily operations to focusing on information management and planning for the EOC and in support of the local jurisdictions and IC in the field.

ESF #5 will collect, analyze, process, and disseminate information about the incident. This means gathering information from sources both within and outside the Hamilton County EOC. ESF #5 will be responsible for determining what information is accurate and pertinent to the ongoing incident, what information should be shared with response partners, and how best to share the information.

Collecting Information

Information coming into the Hamilton County EOC can come from multiple sources. Once the EOC is active, ESF #5 should begin determining what the different sources of information about the incident are. The best source of information is what will be provided by the other ESFs. ESF #5 may request specific information from the other ESFs regarding the status of current and ongoing operations, as well as the planning for future operational periods.

Another important source of information will be ESF #15 – Emergency Public Information, which will collect information from the media and from members of the public (see Annex O – ESF #15 – Emergency Public Information for additional details on this process).

One of the key roles of ESF #5 is to ensure that all ESFs are inputting information into WebEOC as appropriate. WebEOC is a State-managed tool for sharing information during an incident, as it can be accessed by not only those who are physically located at the Hamilton County EOC, but also by those in the field, as well as those who cannot respond to the EOC.

With regards to information specific to the incident and its consequences, the Damage Assessment Unit, which is staffed by Hamilton County Planning + Development, should work to gather Damage Assessment information from the local jurisdictions. These reports can provide information on the impacts of the incident as well as the needs of those impacted. Specific details on Damage Assessment can be found in Tab A – Hamilton County Damage Assessment Plan.

Another source of information may be a phone bank for taking information from the public, as well as answering the public's questions. The City of Cincinnati Enterprise Technology Solutions (ETS) support telecommunications in the Hamilton County EOC. If necessary, the EOC Manager may request that ETS designate specific phone lines in the Radcliff Facility to serve as a phone bank. If a dedicated phone line is created for answering questions from the public, the number will be distributed in conjunction with the Joint Information Center (JIC). For more details on the public phone line and the JIC, see ESF #15.

Processing Information

Once the information has been collected by ESF #5, the information needs to be processed to help the EOC develop a common operating picture regarding the incident and to help the EOC Command Staff to make informed decisions. Processing information is something that every member of the EOC should be actively doing when new information comes in. Part of the process is simply asking whether or not other ESFs or external partners need to know the information and sharing it as appropriate.

For ESF #5, the information can be processed while developing different products that are eventually disseminated both within the EOC and to external partners. The EOC Action Plan (EOC-AP) and the Situation Reports (SitReps) both are developed following a process that includes determining what information is important and should be included when sharing with partners and may potentially affect the decisions of others.

The development of the EOC-AP, which is led by ESF #5, allows the information collected by the EOC to be used in determining EOC Priorities, Objectives and Strategies. By developing the EOC-AP, the EOC will process information received from the field as well as consider how to coordinate actions over future operational periods and support the overarching goals of the EOC, managing information, resources, and consequences. The development of the EOC-AP and other Incident Action Plans is described below.

Developing SitReps is a relatively straight-forward process; ESF #5 need only complete the incident information found in the SitRep template. One of the most important components of the SitRep is the section on Community Lifelines. As mentioned in the Basic Plan above, a community lifeline enables the continuous operation of critical government and business functions and is essential to human health and safety as well as economic security. Together, the community lifelines frame incident information to provide decision makers with root cause and impact analysis. The seven community lifelines represent only the most basic services a community relies on and which, when stable, enable all other activity within a community.



Figure 1: Community Lifelines for Incident Stabilization

Using the bulleted lists in the Community Lifelines section of the SitRep will allow ESF #5, and the rest of the EOC, to describe any current actions or impacts to the community lifelines while keeping the information succinct enough for quick processing.

Disseminating Information

Once the information is collected and process, ESF #5 is responsible for ensuring that the rest of the EOC and external partners can readily access the information. The principle method of disseminating information will be through sharing the EOC-AP and SitReps with external partners. These products are primarily shared via email, but should also be posted to WebEOC.

Other information that is not in those two documents may still need to be displayed throughout the EOC, and ESF #5 is the primary ESF responsible for making sure all relevant information is properly displayed. Geospatial data can be input into Raven911 or Google Maps to be displayed in the EOC. Raven911 is an internet-based mapping system developed from the perspective of an emergency operator utilizing exemplary technical expertise, and the latest in GIS (Geographic Information Systems) computer technology. If needed, CAGIS can provide personnel to assist staffing the GIS Unit, which falls under the Planning Coordination Section in the Hamilton County EOC. Maps can be included with the SitReps and in WebEOC as requested.

Information can also be shared back to ESF #15 – Emergency Public Information, especially if that information needs to be shared with the media or the public.

Situational Awareness for Monitoring for Potential Hazards

ESF #5 is responsible for maintaining situational awareness of incidents, serving as the centralized conduit for information. This means ESF #5 should work to ensure it has a comprehensive understanding of the incident at all times, including what activities are taking place in the field, what resources are being used and may be required, the location of important incident sites (e.g. Incident Command Post, Staging Areas, Mass Care Shelters, etc.), current and future weather, search and rescue grids, and utility outages, etc. ESF #5 is responsible for ensuring that all ESFs are in communication with their counterparts in the field to maintain situational awareness.

In addition to having situational awareness about the current incident, ESF #5 should also monitor for potential threats and hazards that could evolve into emergency situations or affect current response operations. For pre-planned events, this may be as simple as gathering information from the National Weather Service and sharing with the local jurisdictions and event organizers. For incidents with planned or active response, this may mean understanding what the incident is and any potential cascading hazards that may result and affect the response or the public at large.

For prolonged incidents occurring over multiple operational periods, this also means monitoring for pre-planned events or incidents that may occur concurrently. While concurrent pre-planned events and incidents may not directly related to one another, ESF #5 should maintain awareness of these events and assist the EOC in developing a common operating picture.

Intelligence Gathering and Sharing

Within the Planning Section of the EOC in an Intelligence Unit, which will be monitored by either the Greater Cincinnati Fusion Center (GCFC) or City of Cincinnati Police Department Real Time Crime Center (RTCC). The Intelligence Unit monitors law enforcement intelligence reports and shares information with the local jurisdictions to aid in prevention activities. The Intelligence Unit focuses on terrorism, criminal, and public safety matters in support of securing communities and enhancing the national threat picture. The Intelligence Unit receives, analyzes, gathers, produces, and disseminates a broad array of threat-related information and actionable intelligence to appropriate law enforcement entities.

Incident Action Planning

ESF #5 has two roles with regards to Incident Action Planning. The first is to serve as subject matter experts in helping the local jurisdictions and ICs in creating their own IAPs. The second is to oversee the developing of the Hamilton County EOC-AP.

The IAP is a plan that is central to managing the response to an incident using ICS. The team that is managing an incident develops an IAP each operational period, the time scheduled for executing a given set of actions as specified in the IAP, using the standard ICS incident action planning process. The IAP itself communicates the incident objectives and the tactics that will be used to manage the incident during the operational period that the plan covers.

The incident action planning process provides a tool to synchronize operations at the incident level and ensure that incident operations are conducted in support of incident objectives. A disciplined system of planning phases and meetings fosters collaboration and partnerships, and focuses incident operations.

In the field, the Operations Section has the primary responsibility for incident action planning and execution of the IAP. The Planning Section is responsible for producing the IAP and informing operations decision making through situational analysis, and adopting and executing applicable deliberate plans.

ESF #5 can help IC by offering subject matter expertise in developing IAPs, as well as reviewing or disseminating the plans. It is important the ESF #5 be familiar with any IAPs developed in the field to ensure that the Priorities, Objectives and Strategies in the EOC-AP support those in the IAP(s).

The EOC-AP is the central tool for planning actions during a response to an emergency situation. The plan is prepared by the Planning Coordination Section Chief and should be written during the first EOC operational period and revised continually during the response as the situation changes.

A written EOC-AP may not be necessary in an initial response for an incident which is readily controlled. Larger, more complex incidents will require a written plan to coordinate activities. The level of detail required in an EOC-AP will vary according to the size and complexity of the response. The plan must be clear, accurate, and completely communicate the information generated during the planning process. The EOC-AP is written for the next operational period.

The EOC-AP must be prepared and distributed prior to the Operations Shift Briefing and for each operational period after the initial operational period. A planning process known as the Incident Cycle or Planning P has been developed as part of NIMS to facilitate the development of an EOC-AP in an orderly and systematic manner.

Organization and Assignment of Responsibilities

The Hamilton County Emergency Management & Homeland Security Agency (EMHSA) has the primary responsibility for the information and planning functions in Hamilton County. Hamilton County EMHSA will serve as the coordinating agency for this ESF.

Coordinating Agency Responsibilities

Hamilton County Emergency Management & Homeland Security Agency will:

1. Coordinate the activities of Support Agencies within ESF #5 to fulfill operational objectives.
2. Direct the activities of the ESF #5 in conjunction with assistance from ESFs at the local, State, or Federal levels as applicable.
3. Collaborate with other Coordinating Agencies to ensure an effective response between ESFs.
4. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. The Hamilton County EMHSA will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
5. Develop and train all staff responsible for implementing ESF #5 on standard operating procedures.
6. Share ESF #5 activity information with appropriate EOC personnel.
7. Prioritize ESF #5 operational strategies in alignment with the EOC and on scene objectives.
8. Oversee development of the EOC-AP.
9. Support local ICs in the development of IAPs.
10. Develop and distribute Situation Reports (SitReps) to document response and short-term recovery actions.
11. Support the electronic, geographic, and audiovisual display of data and information within the Hamilton County EOC.
12. Coordinate and produce maps and other geographic images that will assist in response and short-term recovery operations.

13. Collect, validate, and analyze received information with ESF #15 – Emergency Public Information.
14. In coordination with Hamilton County Planning + Development, compile damage assessment information from County agencies and local jurisdictions following an incident.
15. Receive, manage, and track resource requests for ESF #5 in accordance with established resource management procedures.
16. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination.
17. Assist in the development of the After Action Report. This report is a detailed, written analysis of the strengths and weaknesses of county-level emergency response and short-term recovery activities based upon extensive research of the event and interviews with participating assessment, response, and short-term recovery personnel.

Supporting Agencies Responsibilities

Hamilton County Planning + Development will:

1. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. Hamilton County Planning + Development will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
2. Collect and compile Damage Assessment information from Hamilton County and the local jurisdictions as outlined in the Hamilton County Damage Assessment Plan.
3. Serve in the Damage Assessment Unit if activated by the Planning Section Chief within the Hamilton County EOC.

City of Cincinnati Fire Department may:

1. Provide personnel to support/staff 24-hour operations at the Hamilton County EOC. Maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
2. Provide personnel from the City of Cincinnati ESF #5 to concurrently serve as the Hamilton County ESF #5 Coordinating Entity.

City of Cincinnati Police Department – Real Time Crime Center may:

1. Provide personnel to support/staff 24-hour operations at the Hamilton County EOC. Maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
2. Provide any relevant intelligence information to the Planning Section in support of ongoing operations.
3. Serve in the Intelligence Unit if activated by the Planning Section Chief within the Hamilton County EOC.

Cincinnati Area Geographic Information Systems will:

1. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. CAGIS will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
2. Assist in the display of impact and damage assessment data and other information in all available visual forms as needed: maps, aerial photo imagery, GIS, photographic imagery, charts, graphs, tabular, and other forms.
3. Use WebEOC, GIS, and other systems and methods to produce maps and other visual images that will assist response and recovery operations.
4. Serve in the GIS Unit if activated by the Planning Section Chief within the Hamilton County EOC.

Greater Cincinnati Fusion Center will:

1. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. The Greater Cincinnati Fusion Center will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
2. Provide Critical Infrastructure/Key Resource (CIKR) information along with other pertinent information as needed in support of ongoing operations.
3. Provide any relevant intelligence information to the Planning Section in support of ongoing operations.
4. Analyze and disseminate information to appropriate personnel in the Hamilton County EOC to facilitate proper decision making and response tactics for all incidents in Hamilton County.
5. Serve in the Intelligence Unit if activated by the Planning Section Chief within the Hamilton County EOC.

Hamilton County Fire Chief's Association will:

1. Provide personnel to support/staff 24-hour operations at the Hamilton County EOC. Maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.

United States Coast Guard may:

1. Provide personnel to support/staff 24-hour operations at the Hamilton County EOC. Maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.

References

Hamilton County Emergency Management and Homeland Security Agency. (2020). *Hamilton County Duty Officer Manual*.

Hamilton County Emergency Management and Homeland Security Agency. (2020). *Hamilton County EOC Manual*.

Attachment

Tab A – Hamilton County Damage Assessment Plan

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Annex F: Emergency Support Function #6 – Mass Care

August 2018

Coordinating Agency

Hamilton County Job & Family Services

Supporting Agencies

Hamilton County Board of County Commissioners
Hamilton County Developmental Disabilities Services
Hamilton County Educational Services Center
Hamilton County Public Health
Hamilton County Sheriff's Office
American Red Cross
City of Cincinnati Fire Department
Council on Aging of Southwest Ohio
Freestore Foodbank
Ready 2 Recover
Salvation Army
Southwest Ohio Regional Transit Authority
Tri-State Community Organizations Active in Disaster

Introduction

Purpose

The purpose of Emergency Support Function (ESF) #6 – Mass Care is to establish how mass care activities will be coordinated prior to, during, and after disasters to meet the emergency needs of Hamilton County, OH. This ESF describes the operational components as well as the roles and responsibilities of the entities necessary to fulfill the duties of ESF #6.

Scope

Emergency Support Function #6 – Mass Care serves to provide supplemental assistance to local jurisdictions in Hamilton County by identifying and meeting the mass care needs of everyone affected by disasters.

Activities of ESF #6 include the support of emergency mass care shelters, feeding, canteening, distribution of emergency relief items, and support for the transition from emergency sheltering to long-term housing.

Assumptions

Planning requires assumptions based on statistics, history, behavior pattern and likely future trends. The following assumptions were made as consideration for ESF #6 – Mass Care:

- Hazards may affect one or multiple jurisdictions within Hamilton County. Hazards may also extend beyond the borders of Hamilton County and may require a coordinated response and recovery effort between multiple jurisdictions at the local, county, or even state level.
- Many people displaced by a disaster will stay with family or friends, rather than seek public shelter. Although the majority of people may initially be self-sufficient, as the duration of displacement continues, more people will seek assistance. Depending on the event and area(s) affected, it is estimated between 15-25% of the dislocated population may seek public shelter.

- There are not enough resources within Hamilton County to open mass care shelters in every jurisdiction. Mass care shelters should be opened with consideration to the areas that have the greatest need following a disaster.
- Some individuals and households may choose to evacuate an affected area, even though an evacuation order may not be given.
- The primary reason individuals and households may not evacuate is if they feel they cannot bring their pets with them or if their pets are not taken care of in some way as identified in the preparedness survey disseminated as part of the 2018 Hamilton County Multi-Hazard Mitigation Plan.
- Individuals and households who evacuate to a hotel or the home of a relative or friend may still need mass care assistance in the form of feeding or emergency supplies.
- Disasters and evacuations may cause family members to become separated and unable to locate each other, which may result in minors who are unaccompanied and who may require assistance for reunification with their family.
- Long-term mass care and recovery assistance will be needed before some individuals and households are able to leave mass care shelters.
- Local jurisdictions in Hamilton County may make the decision to activate mass care shelters without coordination with the Hamilton County Emergency Operations Center or the American Red Cross. The jurisdictions may then ask for assistance in sustaining operation of the shelters and require additional resources.
- Law enforcement may be required at mass care shelters to assist with security issues.
- There may be disaster impacts that prevent people from getting to food supply and may require alternate feeding solutions.
- There may be situations where emergency or disasters only impact food and/or water which necessitates the distribution of these supplies.

Concept of Operations

Emergency Support Function (ESF) #6 – Mass Care consists of five broad activities in relation to the Hamilton County Emergency Operations Plan. These activities are:

ESF #6 Activities	
1.	Supporting Reception Centers and Emergency Shelter Operations
2.	Supporting Canteening Operations
3.	Supporting Feeding Operations
4.	Coordinating Distribution of Emergency Supplies
5.	Supporting Interim Housing

Supporting Reception Centers and Emergency Shelter Operations

One of the most important disaster-related activities includes the sheltering of individuals and households who have been displaced by hazards in Hamilton County. Emergency sheltering operations within Hamilton County consists of two types: Reception Centers and Emergency Sheltering.

Reception Centers vs. Emergency Shelters

Reception Centers



Short-Term or Intermediate Location Offered to Displaced Individuals and Households

- The purpose of a reception center is to give individuals shelter and to address the most basic of needs:
 - Safe environment from the hazard
 - Access to restrooms
 - A place to sit
- Displaced individuals and households will want the ability to charge their mobile and other electronic devices
- May also be used during Extreme Heat/Cold Incidents to

A reception center is a short-term solution and usually the result of Incident Command identifying a nearby location for displaced individuals and households to congregate.

Emergency Shelter



Intermediate or Long-Term Location Offered to Displaced Individuals and Households with More Complex Services

- Emergency shelters include everything that a Reception Center has AND:
 - Sleeping arrangements, usually cots
 - Three meals a day
 - Disaster health and mental health services
 - Shower facilities
- **MUST** be able to support displaced individuals and households with access and functional needs
- Provide incident information regarding:
 - Reconnecting with family members
 - Incident and property status
 - Disaster-related resources available

Establishing Reception Centers and Emergency Shelters

Within Hamilton County, emergency shelters are usually established between the local jurisdiction and the American Red Cross, though any local jurisdiction can establish an emergency shelter on their own or with the support of other nongovernmental agencies. Some faith-based organizations or other private non-profits may decide to open an emergency shelter of their own accord and without working with their local jurisdiction. Upon discovery of these unofficial emergency shelters, ESF #6 should notify the local jurisdiction and the jurisdiction's local health department to ensure the shelter is properly inspected. ESF #6 should have a regular accounting of the population of the unofficial shelter in the event that additional support is needed, or the jurisdiction is required to take control.

When an official emergency shelter is established, the local jurisdiction or the American Red Cross should notify the Hamilton County Emergency Management & Homeland Security Agency Duty Officer. If the Hamilton County Emergency Operations Center is activated, the opening of emergency shelters will be coordinated by ESF #6. This information will also be shared with ESF #15 – Emergency Public Information, in order to be shared with the public over multiple mediums.

When emergency shelters are being established, the Incident Command or the requesting local jurisdiction should share with ESF #6 the current location of any established reception centers, expected number of displaced individuals and households needing shelter, any emergency medical support that may be needed, and other incident information that will impact potential emergency shelter locations.

Emergency shelters identified by the American Red Cross or by the local jurisdiction should meet the sheltering criteria established by the American Red Cross. Acceptable shelter criteria should include the following:

- Having adequate space to house the displaced population
- Following the Americans with Disabilities Act (ADA) Accessibility Guidelines
- Ensuring there is adequate space for children
- Having space to support feeding operations
- Having restroom facilities with showers
- Having adjoining rooms that can be used for Disaster Health and Disaster Mental Health Services
- Having a backup generator

Within Hamilton County there is a finite amount of resources for supporting emergency shelters. This means that during a disaster that affects multiple jurisdictions, ESF #6 will be tasked with deciding the optimal location for opening an emergency shelter. ESF #6 will consider multiple factors in choosing emergency shelter locations including, but not limited to, whether the shelter meets American Red Cross standards, proximity to the impacted population, ability to co-locate a pet shelter (to be coordinated with ESF #11 – Animals & Agriculture), proximity of the shelter to mass transportation routes, and accessibility of the shelter.

When emergency shelters are not appropriate for displaced individuals and households, such as institutionalized populations (e.g. long-term care and assisted living facilities, group homes) that require more intensive care, ESF #6 will work with ESF #8 – Public Health & Healthcare Providers, to determine appropriate alternatives to address their needs. ESF #13 – Law Enforcement, will coordinate for the sheltering of incarcerated populations, with support from ESF #6 if necessary.

Transportation and Tracking of Displaced Individuals and Households

Many individuals and households who arrive at a Reception Center may not have access to personal transportation; these individuals and households may have arrived at the Reception Center because they do not have the means to relocate or find alternative accommodations. If a Reception Center is established but does not transition to an Emergency Shelter, no additional actions will be required as

individuals and households will be directed to return to their homes using the same transportation method they used to arrive at the Reception Center.

If an Emergency Shelter is established and impacted individuals and households are asked to move from the Reception Center to the shelter, it is the responsibility of the jurisdiction or organization who requested the Emergency Shelter to track those who will be a part of the transition. Tracking individuals and households allows for accountability and safety at the Emergency Shelter, as well as allows case workers and other support services to reach out to those who have been impacted by the disaster.

This also allows for an estimate of resources that will be needed at the Emergency Shelter. The number of cots, meals, and other goods and services will depend on having an accurate accounting of how many displaced individuals and households will be at the shelter.

ESF #6 should work with the Logistics Coordination Section of the EOC and the local jurisdiction to determine what the transportation needs are. Some displaced individuals and households with access and functional needs may have special transportation needs.

Staffing Emergency Shelters

Staffing at a reception center or emergency shelter is the responsibility of the organization who requested or established the shelter. However, ESF #6 will work with the established shelters to identify staffing beyond the first operations period.

Staffing for emergency shelters should first come from staff or volunteers who have had the appropriate emergency sheltering training. This will most likely come from the American Red Cross shelter teams but may also come from the impacted jurisdictions. If needed, ESF #6 will coordinate with the Logistics Coordination Section within the Hamilton County EOC to identify additional shelter staff. Volunteers may be given Just-in-Time training by the American Red Cross on Shelter Operations.

If no volunteers are available from the local jurisdiction or from identified volunteer groups, during a declared county disaster, the Hamilton County Board of County Commissioners may release up to 400 county employees from their normal daily positions to serve in an emergency capacity, including working in emergency shelters. If necessary, additional security at emergency shelters will be coordinated with ESF #13 – Law Enforcement to identify local law enforcement, Hamilton County Sheriff's Office personnel, or private security to support emergency shelter staff.

FEMA's Core Capabilities – ESF #6

- Mass Care Services – Provide life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies. ESF #6 is the lead ESF on addressing these issues with support from the Emergency Operations Center. These services should be offered by each jurisdiction affected with support from the county, when requested.

Emergency shelters will need to have staff available that are trained in emergency first aid. The purpose of these staff members will be to assess the physical and mental health needs of displaced individuals and households and determine if additional care is needed. These staff members should assess incoming emergency shelter residents at or shortly after arrival.

Emergency shelters should also make case workers available to assist displaced individuals and households. Caseworkers can work with those who have been affected that may have also lost employment due to the disaster or event. Displaced residents may have legal questions following the disaster that need address.

Emergency Sheltering Operations

The Coordinating Entity for ESF #6 is ultimately responsible for monitoring and identifying potential issues with emergency shelters. In addition, the Coordinating Entity should work with the Supporting Entities to determine the need for emergency childcare services within the shelter and will work with community partners to ensure appropriate actions are undertaken. This includes working with partners to ensure the safety and accountability of any unaccompanied minors within the shelter. The Coordinating Entity will also be responsible for coordinating any resources necessary to provide alternate shelter accommodations for displaced individuals and households from domestic violence shelters. Other ESFs within the Hamilton County EOC may support emergency shelters as outlined in the diagram on the next page.

Supporting Canteening Operations

Canteening means providing snacks and hydration to sustain the health and well-being of first responders. Canteening operations may sometimes be extended to members of the public, primarily at Reception Centers but also in the impacted areas.

For routine daily operations, canteening may be requested by an Incident Commander of either the American Red Cross or Salvation Army. During an incident when the EOC is active, canteening services are managed by ESF #6 with support from Operations Coordination Section and the Logistics Coordination Section of the EOC.

Canteening may be fixed or mobile. Fixed canteening for first responders is likely to occur at the Camp, or if a Camp has not been established, at the Base or Staging Area for the Incident. For the public, canteening is likely to occur at a Reception Center or during the initial operation period at an Emergency Shelter while Feeding Operations are still being established. Mobile canteening is provided using specialized delivery vehicles to deliver snacks and hydration to first responders at an incident scene or to the impacted areas. Mobile canteening should be coordinated in conjunction with the Operations Coordination Section to determine when and where canteening operations would pose no risk to either the first responders or the volunteers.

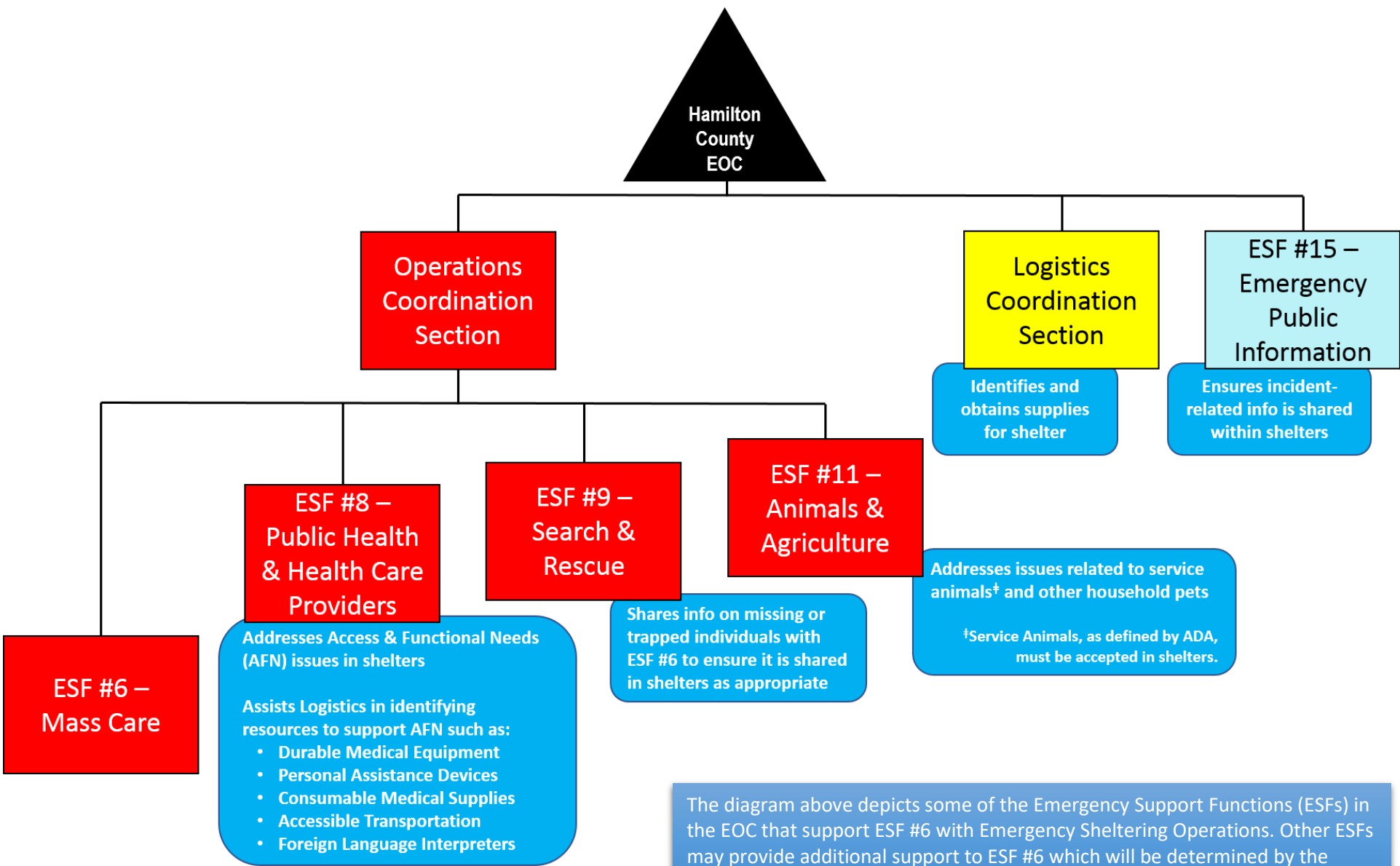
While canteening is primarily used for first responders and for impacted individuals and households, it may also occur following the disaster for groups that are working in the impacted areas such as damage assessment teams, debris removal teams, or other sites where volunteer teams are being utilized in the field.

Supporting Feeding Operations

Feeding Operations means providing meals and hydration to sustain the health and well-being of individuals and households impacted by a disaster within Hamilton County. Effective feeding operations includes establishing where and how to obtain food and commodities, as well as preparing and distributing meals. Those that prepare meals should anticipate and be able to provide menus for persons with specific dietary requirements (e.g. gluten-free meals, vegetarian meals, meals appropriate to a culture or faith-related need, meals for people with food allergies, etc.).

ESF #6 is responsible for working with local jurisdictions to determine whether there is a need for feeding operations. If a Reception Center is established, limited feeding operations may be made available in the form of snacks and hydration. It is the responsibility of the local jurisdiction or nonprofit organization that established the Reception Center to provide feeding. ESF #6 can coordinate support, if necessary. If an emergency shelter has been opened, feeding operations will likely be needed to support the shelter.

Feeding operations may be slower to establish than the establishment of emergency shelters. Feeding operations may also be necessary even though emergency shelters are not established. For instance, if individuals and households can return to their home each evening but do not have power for cooking.



The diagram above depicts some of the Emergency Support Functions (ESFs) in the EOC that support ESF #6 with Emergency Sheltering Operations. Other ESFs may provide additional support to ESF #6 which will be determined by the scope of the incident.

ESF #6 should work to ensure the pre-established feeding procedures used by the local jurisdictions and nonprofit organizations are followed. However, if necessary, ESF #6 can coordinate with the Logistics and Finance Coordination Sections of the EOC to provide food and commodities necessary for feeding operations.

For the initial feeding response, caterers, restaurants or food trucks may be contacted to determine if they are willing to donate food and prepare meals. If there is no one willing to donate meals, then the food or meals may need to be purchased, which is the responsibility of the jurisdiction(s) who requested the shelter.

Local churches or school kitchens and other volunteer organizations may come online to support feeding operations, though it may take several days before these operations are established. Local food distributors and food banks may be able to support the kitchens. Food inspections for feeding operations must occur as outlined in ESF #8. Unaffiliated nonprofit organizations and individuals may also be conducting feed operations separate from the coordinated response and recovery effort. ESF #6 should monitor for these activities to reduce duplication of effort.

Methods for Food Distribution



Fixed Feeding

- An expedient way to feed displaced individuals and households from a central location
- Usually established at permanent facilities
 - Schools
 - Churches
 - Points of Distribution
- Can be co-located at an emergency shelter or established with a field kitchen and delivered to other locations
- Easier to support logistically



Mobile Feeding

- Uses specialized delivery vehicles to deliver food to impacted areas
- Can serve residents in the impacted areas who may not have transportation resources to get to fixed feeding sites
- If mobile feeding is occurring, ESF #6 should work with the meal providers to coordinate feeding routes
 - Ensures all impacted areas are covered
 - Minimizes duplication of services

Coordinating Distribution of Emergency Supplies

As the Response phase transitions to Recovery during a disaster, one of the first actions that needs to be taken is to identify the needs of displaced individuals and households to return those individuals and households to their homes. This information can come from multiple sources including, but not limited to:

Sources of Information of Needs	
Damage Assessment Teams	Information collected from the field by local Damage Assessment Teams will be sent to the Planning Coordination Section of the EOC. The Planning Coordination Section will share this information with ESF #6.
Media & Social Media Reports	ESF #15 is tasked with monitoring media and social media following a disaster. The needs of the public that are reported or shared over these and related mediums will be collected by ESF #15 and shared with ESF #6.
Local EOCs	As local EOCs collect information regarding the needs of impacted individuals and households, that information will be shared with the Hamilton County EOC and shared with ESF #6.
Case Workers & Shelter Staff	Those volunteers tasked with working directly with the displaced individuals and households will have a direct working knowledge of the needs of those affected. These needs should be reported to the organization managing the shelter so it may be reported back to ESF #6.

Emergency supplies fall into three categories: Life Sustaining, Comfort and Other Essentials. The type of emergency supply needed will vary depending on the nature and extent of the hazard.

Category	Example of Emergency Supply
Life Sustaining	Water, Food, Tents, Durable Medical Equipment, Medication
Comfort	Blankets, Clothing, Toiletries, Baby Wipes, Toys
Other Essential	Shovels, Gloves, Masks, Mops, Buckets, Cleaning Supplies, Tarps

Regardless of the type of emergency supply identified, ESF #6 has the responsibility of identifying what supplies are needed and how best to distribute them. Supplies should be distributed in a manner that supports the impacted individuals and households in their recovery efforts and facilitates a quick recovery.

Supplies may be distributed at emergency shelters directly to the impacted individuals and households. Supplies may also be distributed in the impacted areas, either in conjunction with mobile feeding operations or as a standalone bulk distribution operation. Points of Distribution (PODs) may be identified near impacted areas for individuals and households to go to in order to pick up emergency supplies.

Supplies may come from private nonprofit groups, faith-based organizations, or from private sector partners. Supplies may also be donated from the public in accordance with the Hamilton County Donations Management Plan. ESF #6 will work closely with the Logistics Coordination Section and the Finance Coordination Section on the acquisition of emergency supplies.

Supporting Interim Housing

Individuals and households who are permanently displaced by a disaster will require long-term housing solutions. One of the responsibilities of ESF #6 is to assist in the transition from emergency sheltering to interim housing before long-term permanent housing is found. Assistance means identifying funding and other resources that can be used by displaced individuals during the transition period.

ESF #6 should work with its partners to identify which displaced individuals and households will require interim housing and work with Recovery Function #3 – Housing (see *Hamilton County Disaster Recovery Framework*) to support the individuals and households as they transition to emergency shelters to interim housing solutions.

Organization and Assignment of Responsibilities

The Hamilton County Emergency Job & Family Services (JFS) has the primary responsibility for the mass care function in Hamilton County. Hamilton County JFS will serve as the coordinating agency for this ESF.

Coordinating Agency Responsibilities

Hamilton County Job & Family Services will:

1. Coordinate the activities of Support Entities within ESF #6 to fulfill operational objectives.
2. Direct the activities of the ESF #6 in conjunction with assistance from ESFs at the local, State, or Federal levels as applicable.
3. Collaborate with other Coordinating Entities to ensure an effective response between ESFs.
4. Share ESF #6 activity information with appropriate EOC personnel.
5. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. The Hamilton County EMHSA will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
6. Develop and train all staff responsible for implementing ESF #6 on standard operating procedures.
7. Prioritize ESF #6 operational strategies in alignment with the EOC and on scene objectives.
8. Maintain contact with emergency shelters to coordinate ongoing operations and identify potential resource needs.
9. Oversee reunification operations in coordination with Supporting Agencies.
10. Ensure all appropriate and proper protocols are followed in all established emergency shelters.
11. Work with community groups and existing partner agencies to identify unmet mass care needs within Hamilton County.
12. Provide emergency welfare assistance to eligible disaster victims within approved local, state and federal guidelines.
13. Work with Child Care partners to provide emergency childcare services in Emergency Shelters.
14. Work with Adult Protective Services to connect elderly displaced individuals with social services and other resources that can support them both within the Emergency Shelter and in the transition back to their place of residence.
15. Receive, manage, & track resource requests for ESF #6 in accordance with established resource management procedures.
16. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination.
17. Assist in the development of the After Action Report. This report is a detailed, written analysis of the strengths and weaknesses of county-level emergency response and short-term recovery activities based upon extensive research of the event and interviews with participating assessment, response, and short-term recovery personnel.

Supporting Agencies Responsibilities

Hamilton County Board of County Commissioners may:

1. During a declared emergency, release up to 400 employees under the Board to serve in support of mass care operations.

Hamilton County Developmental Disabilities Services will:

1. Identify and support existing Developmental Disability clients in Emergency Shelters by reconnecting them with existing providers or directing them to new providers.
2. Recommend additional services and resources that may be available to support the developmentally disabled population of the Emergency Shelters and help them to maintain independence.

Hamilton County Educational Services Center may:

1. Work with local jurisdictions to identify the locations of potential Emergency Shelters.
2. Assist in identifying transportation assets that may be utilized during the transition from Reception Centers to Emergency Shelters.

Hamilton County Public Health will:

1. Coordinate with ESF #8 – Public Health & Healthcare Providers partners to address access and functional needs as it relates to Mass Care operations.
2. Coordinate with ESF #8 partners to ensure medical and mental/behavioral health services are accessible at or through shelter locations.
3. Coordinate with ESF #8 partners to assure food and water safety inspections of any established feeding operations sites in their jurisdiction.
4. Work with emergency shelter operators to ensure health screenings of displaced individuals and households upon arrival and registration at emergency shelters.
5. Work with emergency shelter operators to ensure medication needs at emergency shelters are met.
6. Conduct surveillance when deemed necessary at emergency shelters to identify cases of illness and injury within the shelter and other mass care operations.
7. Complete a facility-specific environmental health and safety assessment of established emergency shelters and assure any identified deficiencies are corrected within 24 hours of a shelter opening.

Hamilton County Sheriff's Office will:

1. Coordinate the mass care needs of individuals in county correctional centers.
2. Coordinate the transportation of individuals from county correctional centers if there is a need to relocate them to alternative facilities.

American Red Cross will:

1. Maintain a list of pre-approved emergency shelters within Hamilton County that are ADA compliant, as well as the data on the maximum number of displaced individuals and households that can be accommodated within those shelters.
2. Provide Disaster Health and Disaster Mental Health Services in Emergency Shelters.
3. Provide fixed and mobile canteening services.
4. Provide fixed and mobile feeding operations.
5. Support bulk distribution of emergency supplies in impacted areas, in Emergency Shelters or at other Points of Distribution.
6. Maintain the Safe & Well website to assist in reconnecting displaced individuals and households with loved ones.
7. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination.

City of Cincinnati Fire Department may:

1. Provide personnel to support/staff 24-hour operations at the Hamilton County EOC. Maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
2. Provide personnel from the City of Cincinnati ESF #6 to concurrently serve as the Hamilton County ESF #6 Coordinating Entity.

City of Cincinnati Health Department will:

1. Conduct public health assessments of any established Emergency Shelter in Cincinnati within the first 24 hours of shelter operations.
2. Conduct public health assessments of any established feeding operations sites in Cincinnati to ensure food is being handled, stored and cooked safely.

City of Norwood Health Department will:

1. Conduct public health assessments of any established Emergency Shelter in Norwood within the first 24 hours of shelter operations.
2. Conduct public health assessments of any established feeding operations sites in Norwood to ensure food is being handled, stored and cooked safely.

City of Springdale Health Department will:

1. Conduct public health assessments of any established Emergency Shelter in Springdale within the first 24 hours of shelter operations.
2. Conduct public health assessments of any established feeding operations sites in Springdale to ensure food is being handled, stored and cooked safely.

Council on Aging of Southwest Ohio will:

1. Identify and support existing Council on Aging clients in Emergency Shelters by reconnecting them with existing providers or directing them to new providers.
2. Recommend additional services and resources that may be available to support the elderly population of the Emergency Shelters and help them to maintain independence.

Freestore Foodbank may:

1. Provide meal resources to support feeding operations.
2. Provide staff to assist with feeding operations.

Ready2Recover:

1. Will coordinate with partner agencies to identify and acquire potential mass care resources.
2. May provide private sector teams to work in support of mass care operations.

Salvation Army will:

1. Provide fixed and mobile canteening services.
2. Support fixed and mobile feeding operations.
3. Coordinate with the Logistics Coordination Section of the EOC to determine potential mass care resources that may be obtained from donated materials in accordance with the Donations Management Plan.

Southwest Ohio Regional Transit Authority will:

1. Support the transportation of displaced individuals and households by providing transportation resources.

Tri-State Community Organizations Active in Disaster will:

1. Coordinate with partner agencies to identify resources to support mass care operations.

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Annex G: Emergency Support Function #7 – Resource Management

August 2020

Coordinating Agency:

Hamilton County Emergency Management & Homeland Security Agency

Supporting Agencies:

Hamilton County Administration
Hamilton County Board of County Commissioners
Hamilton County Communications Center
Hamilton County Facilities Department
Hamilton County Purchasing Department
Hamilton County Office of Budget and Strategic Initiatives
Hamilton County Sheriff's Office
City of Cincinnati Fire Department – Emergency Management
City of Cincinnati Department of Finance
Freestore Foodbank
Ready2Recover
Salvation Army
Southwest Ohio Regional Transit Authority
Tri-State Community Organizations Active in Disaster

Introduction

Purpose

The purpose of Emergency Support Function (ESF) #7 – Resource Management is to provide logistical support and resource support to county and local entities involved in conducting emergency response and short-term recovery activities during and after disasters to meet the emergency needs of Hamilton County, OH. The main way this will be accomplished is by filling resource requests. ESF #7 also serves as the Logistics Coordination Section Chief in the County's emergency operation's center (EOC). This Annex describes the operational components as well as roles and responsibilities of the agencies necessary to fulfill the duties of ESF #7.

Scope

ESF #7 serves to coordinate activities related to providing logistical and resource support for responding agencies in Hamilton County during the response and recovery phases of the emergency management cycle. This includes any pre-incident preparation, such as raising flood gates or making and placing sandbags to prepare for anticipated flooding. During and shortly after the incident, ESF #7 is responsible for coordinating resource and logistical support, as requested, to supplement on-scene operations.

Activities of ESF #7 include managing resource requests, prioritizing requested resources, tracking resources, locating resources, acquiring resources, supporting the transportation of resources, supporting the distribution of resources, establishing staging areas, supporting resource sustainment, obtaining resources needed for the EOC, and supporting demobilization.

Situation

In addition to the Hamilton County Emergency Operations Plan (EOP) Basic Plan, this annex is based on the following:

Local Resources are Utilized First.

- Resource management starts locally and progresses to also include the county, then the state and the national level as required when the response and recovery effort exceed local capacity.
- Local jurisdictions and organizations first employ local resources.
- Then mutual aid or other existing agreements should be utilized in coordination with protocols already in place. Purchasing additional resources may also be utilized.
- To supplement these efforts, additional resources may be requested by the county, state or federal level.

Existing Tools and Systems are Used for Identifying County Resources.

- Hamilton County utilizes existing tools and systems to locate potential resources and their points of contact.
- These tools and systems include but are not limited to:
 - Resource lists: Detailed in Raven 911 and Archibus.
 - Contact information for partners: Hamilton County Emergency Management & Homeland Security Agency (EMHSA) staff maintain contacts. EOC team partners are detailed in a spreadsheet.

Resources will be Dispatched Using Existing Systems.

- Resources will be dispatched using existing systems.
- Hamilton County has three public safety answering points (PSAPs) which dispatch resources. In addition, multiple departments have a dispatch capability for department resources. Some operate 24 hours a day; others have specific operating hours and are supplemented by other facilities.
- If the resource request goes beyond the scope of one of these dispatch centers, the resource will be sent to the EMHSA or the Hamilton County EOC, if activated.

Voluntary, Nonprofit and Faith-Based Organization Resources may be utilized.

- There are many voluntary, nonprofit and faith-based organizations located in Hamilton County including but not limited to the American Red Cross, the Salvation Army, Catholic Charities, St. Vincent de Paul, Crossroads Church, Freestore Foodbank, Matthew 25 Ministries and numerous others.
- The region utilizes an organization called Tri-State Community Organizations Active in Disaster (Tri-State COAD) as one way to interface with voluntary, nonprofit and faith-based organizations or groups in the area.
- Tri-State COAD is a membership-based organization that serves as the forum where organizations from the Southeast Indiana-Northern Kentucky-Southwest Ohio Region share knowledge and resources throughout the disaster cycle to help disaster survivors and their communities.
- Additionally, EMHSA takes steps to engage with established voluntary organizations in the area by reaching out to established voluntary organizations. A list of these organizations is maintained by EMHSA in the comprehensive voluntary organizations list spreadsheet.

Private Sector Resources may be utilized.

- There are many business and companies located in Hamilton County including but not limited to Kroger, Proctor & Gamble, Macy's, Fidelity Investments, Heater Meals and numerous others.
- Ready to Recover (R2R) is a public, private and non-profit collaboration across the Greater Cincinnati/Northern Kentucky area that seeks to support community resilience.

National Incident Management System (NIMS) concepts are utilized.

- Resources will be categorized using NIMS resource typing, as appropriate.

County Personnel may be utilized to Supplement as Volunteers.

- During a declared emergency, EMHSA and Hamilton County Public Health may request volunteers. County employees from other departments may be utilized as volunteers. Training will be provided as appropriate.

Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends. The following assumptions were made as consideration for ESF #7:

- Response agencies will work within their existing city, county, or regional plans and partnership agreements to meet the identified resource needs of disasters. This may include utilizing internal agency resources, mutual aid agreements, established contractual service agreements, memorandums of understanding, or other agreements that provide resources.
- During a large-scale incident, local resources may be quickly overwhelmed, requiring requests for outside resources.
- Any disaster situation is beyond the scope of a routine response and will likely require additional resources.
- Disasters have an immediate impact on local, county and state resources resulting in shortages of vitally needed supplies.
- Resources located outside of the impacted area(s) will be directed to fulfill the resource needs for responding to the incident.
- Some resources may not be available due to being damaged by the hazard or may not be able to be transported to the impacted site due to debris and damage from the hazard.
- Specialized equipment and services may be required to save lives and protect and restore property during response and recovery operations.
- The expeditious identification, procurement, and allocation of resources is vital to ensure effective emergency operations.
- During a large-scale disaster, it is likely there will be several resource requests. Resource requests will be prioritized based on the priorities of the incident.
- Resources will be pre-positioned for effective and efficient deployment when applicable.
- Response agencies should plan to have the necessary resources to sustain themselves for the first 24 hours of an emergency response.
- Aid will be available from state/and or federal organizations in the event that the response exceeds the capability of county and local resources.

Concept of Operations

ESF #7 serves as the Logistics Coordination Section Chief for the Hamilton County EOC. The Logistics Coordination Section supports operational activities through the provision of supplies, equipment, facilities, personnel, mutual aid, services and other support necessary for disaster response and recovery. In addition to the activities outlined in this section, ESF #7 will manage the logistics coordination section in the County's EOC. This includes overseeing the Resource Unit Leader, ESF #2 – Communications, the Volunteer Management Unit, the Donations Management Unit, and the Private Sector Unit. The responsibilities of these positions can be found in the Hamilton County EOC Manual and supporting position checklists.

ESF #7 Activities	
1.	Managing Resource Requests
2.	Prioritizing Resource Requests
3.	Tracking Resources
4.	Locating Resources
5.	Acquiring Resources and Purchasing, if necessary

ESF #7 Activities	
6.	Supporting the Transportation of Resources
7.	Supporting the Transportation of Displaced Individuals and Households
8.	Supporting the Distribution of Resources
9.	Establishing Staging Areas and Supporting Resource Sustainment
10.	Obtaining Resources Needed for EOC Operations
11.	Supporting Demobilization of Resources

Managing Resource Requests

The Logistics Coordination Section/ESF #7 is responsible for managing and documenting resource requests. Resource requests may be communicated verbally over the phone or radio or in writing using email, WebEOC, a form or a survey tool. In the EOC, requests may come to Logistics Coordination Section/ESF #7 through the Operations Coordination Section, another ESF, dispatch, or directly from the requesting jurisdiction or agency. At the onset of an EOC activation, ESF #7, in consultation with the EOC Coordinator, will establish the process for receiving and documenting requests.

All resource requests must be documented. This may be done using forms, an excel document, WebEOC, a survey tool, some other method or a combination of methods. The Hamilton County EMHSA or the Logistics Coordination Section/ESF #7, if the EOC is activated, will determine what information needs to be documented and how this information will be documented based on the resource(s) being requested, number of requests, duration of the event and incident information. Gathering needed information as well as documenting the request, the status of the request and the status of the resource being used to fill the request are related and may use be accomplished through the same documentation process. Upon the initial request for a resource, the following information should be gathered as appropriate.

Information to Gather and Document During Resource Requests (As Applicable)	
<ul style="list-style-type: none"> • Date and time the request was made, • Name, title, organization and contact information for the person requesting the resource, • Problem to be resolved/task to be accomplished, • Description of the resources using plain language, • Indicate whether the requested resource is typed using NIMS, 	<ul style="list-style-type: none"> • Quantity needed, • Suggested or suitable resources, • Any support requirements for the resource, • Any special shipping instructions, if applicable, • Date and time the resource is needed, • Priority level, and • Delivery location and point of contact for delivery.

Part of managing resource requests is determining if the request fits under the purview of the objectives the EOC is working to accomplish and prioritizing all resource requests received. More about prioritization in the next section.

Prioritizing Resource Requests

If multiple resource requests are received or if there are not a sufficient amount of resources to fill all requests, resources requests will need to be prioritized. The Logistics Coordination Section/ESF #7 in consultation with the EOC Coordinator, EOC Policy Group, and/or County Leadership, as applicable, will establish priorities. Prioritization strategies may include determining who receives resources (i.e. during some disasters it may be determined that not all resource requests can be filled by the County), prioritizing when requests are filled (i.e. which requests are filled first) or limiting the amount of resources filling individual requests. The following shall be considered when establishing priorities:

- Overall incident priorities
- Operational period objectives
- Overall incident information
- Severity of the impacts

- The amount of resources available
- Guidance from subject matter experts
- The urgency with which the resource is needed.

To aid this effort, the requesting jurisdiction/agency should indicate the priority of the request and provide information to demonstrate the urgency of the need when submitting a request. The Logistics Coordination Section/ESF #7 will work to fill requests, as appropriate, following the established priorities.

Tracking Resources

Resources being utilized during emergency response and short-term recovery operations are tracked by the local jurisdiction or responding agency who is utilizing the resource. Upon a resource request being received, ESF #7 tracks the request. Additionally, the Logistics Coordination Section/ESF #7, or the Resource Unit Leader, if activated, is responsible for tracking the status of all resources filling requests through their demobilization. Resource status may be tracked using the same system being used to document the status of resource requests. Methods for tracking resource status include T-cards, white board or excel spreadsheet.

Information regularly changes throughout an incident. To ensure the most accurate information about requests and resources, any changes to the status of requests and resources should be communicated to ESF #7. To supplement this, ESF #7 may regularly communicate with the resources to verify their status. The frequency of the communication will occur based on the incident. The type of resource will drive what status information is tracked and how often status information is communicated. For example, an incident in which multiple Urban Search and Rescue Teams are requested will prompt the following information to be tracked: team mobilization, current operational location, current mission or assignment, estimated duration of the mission and demobilization of the team. Communication would likely occur at least every operational period. However, if supplies are being distributed to multiple organizations, the amount of supplies being requested, the amount of supplies in inventory, the amount of supplies being distributed, and the amount of supplies on order would be tracked. Regular communication to understand current quantities would occur; however, communication with each requesting agency would not need to be maintained after the supplies were received.

Locating Resources

The Logistics Coordination Section/ESF #7 is responsible for locating a potential resource to fill the request. Resources can be located from a variety of sources including local resources, agreements, procurements, donations, regional assets, and external resources outside of Hamilton County.

Resources may be provided through voluntary, nonprofit and faith-based organizations or groups. The Logistics Coordination Section/ESF #7, or the Voluntary Management Unit if activated, is responsible for maintaining situational awareness on the response and short-term recovery activities being done by these organizations and coordinating with these organizations to locate additional resources as needed. Tri-State COAD will coordinate with voluntary, nonprofit and faith-based organizations and advise on organizations who may be available to assist. Additionally, Tri-State COAD may serve as the Volunteer Management Unit, as requested.

Another source of resources is through the private sector. The Logistics Coordination Section/ESF #7, or the Private Sector Unit if activated, is responsible for coordinating with for-profit businesses and companies to locate additional resources and maintain situational awareness on their existing response and recovery efforts. R2R will coordinate with businesses and companies and advise on organizations who may be available to assist. Additionally, R2R may serve as the Private Sector Unit, as requested.

Donations and volunteers are resources that may be utilized. Affiliated volunteer organizations will be coordinate through the Logistics Coordination Section/ESF #7 or the Volunteer Management Unit if

activated as noted above. Additional information about how spontaneous volunteers and donations will be coordinated is detailed Hamilton County Spontaneous Volunteer Management Plan and the Hamilton County Donations Management Plan.

When locating a potential resource, multiple factors should be considered before proposing a solution. These factors include but are not limited to, availability, cost, the proximity of the resource to the response location and supporting needs or costs such as transportation support, feeding support and sheltering or storing support. There may be multiple potential resources located and the Logistics Coordination Section/ESF #7 is responsible for evaluating the options and presenting the most effective solution.

Additionally, while locating potential resources, the Logistics Coordination Section/ESF #7 may also need to vet products or vendors to ensure the quality of the resource. The Logistics Coordination Section/ESF #7 may consult with subject matter experts who are more familiar with the service or product being requested to evaluate quality. Once a potential resource is located, the proposed solution will be communicated and confirmed by the requesting jurisdiction/agency.

Throughout the response and short-term recovery effort, many business or organizations may preemptively reach out offering their products or services. As applicable, ESF #7 may document these resources and form a database of potential resources for future requests.

Acquiring Resources & Purchasing, if Necessary

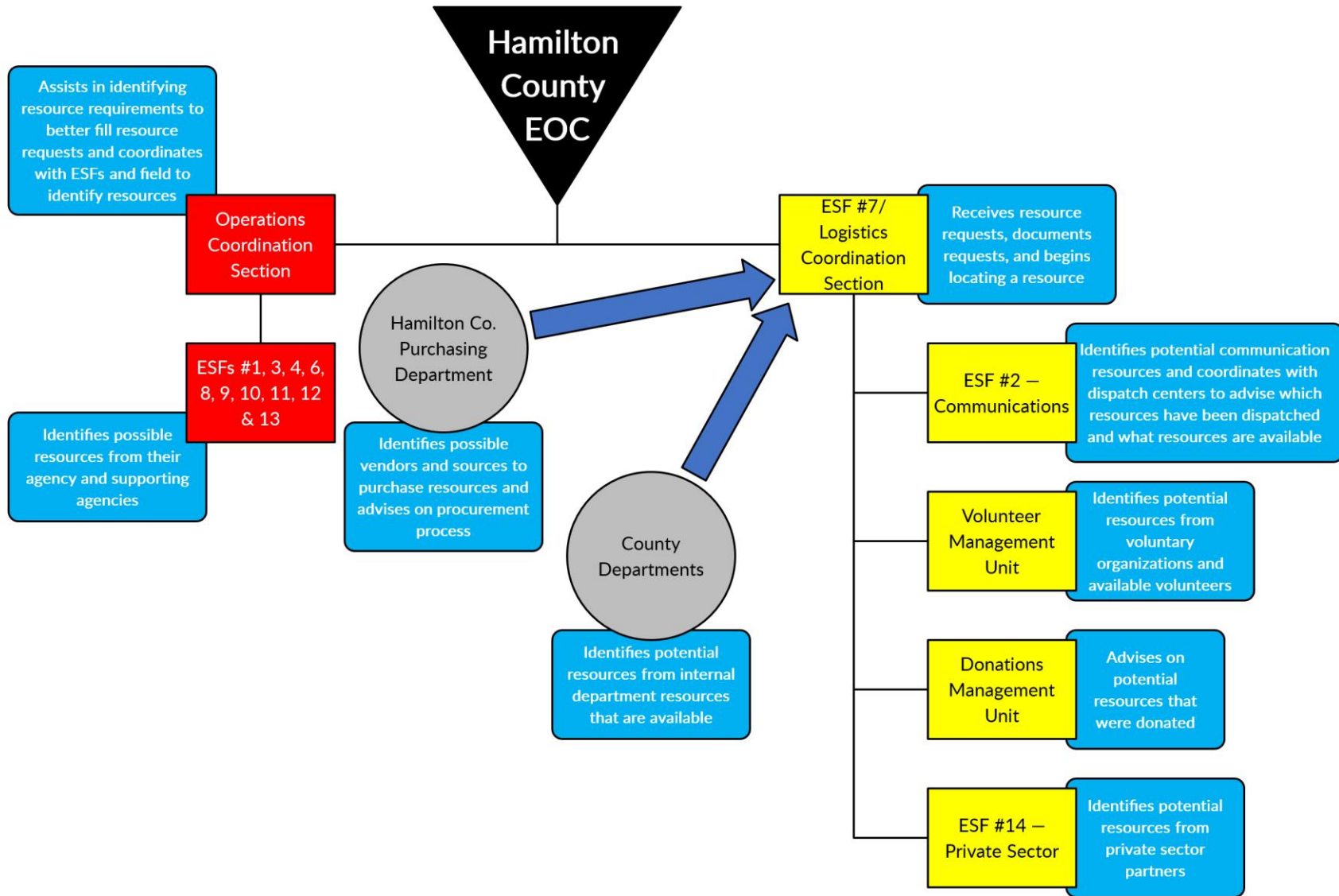
Once the requesting jurisdiction/agency has confirmed that the resource will fulfill their need, actions will be taken to acquire the resource. Acquiring resources includes any actions needed to obtain the resource. Actions that may be taken include, but are not limited to:

- Purchasing the resource,
- Formally requesting the resource,
- Dispatching the resource,
- Supporting resource mobilization, or
- Accepting a donation.

In some instances, the Logistics Coordination Section/ESF #7 may locate a potential resource and the requesting jurisdiction or organization acquires the resource. For example, if a jurisdiction needed traffic cones, ESF #7 may locate a vendor and refer the jurisdiction to the vendor. The requesting jurisdiction/organization is responsible for paying for or purchasing the resource as applicable. It is the responsibility of the requesting jurisdiction/organization to follow their internal purchasing and financial procedures.

If Hamilton County or the EOC is purchasing the resource, the County will follow the emergency purchasing procedures outlined in the Ohio Revised Code and in the Hamilton County Purchasing Policy Manual. The Hamilton County Purchasing Department will provide guidance and advise on purchases made for the County. In some instances, the County may make purchases for the overall response effort. Before a purchase is made in the EOC, authorization from the requesting department, jurisdiction, or organization must be made prior to the purchase. Additionally, EOC, the Logistics Coordination Section/ESF #7 will coordinate with the Hamilton County Office of Budget & Strategic Initiatives and the Finance Coordination Section, if activated, and get approval to confirm funds are available. When making a purchase, it is important to track all costs and evaluate against the available budget.

Logistics Coordination Section/ESF #7 Locating Resources



Supporting the Transportation of Resources

Depending on the resource, additional transportation support may be requested. For example, the region has multiple alternative care centers (ACC) which are trailers containing hospital equipment maintained by the Health Collaborative. If an ACC is requested, arrangements will need to be made for a F750 truck to pull the ACC to the requested location. The region has 24 F750 trucks that assist with transporting other trailers such as the decontamination trailers. Another example is that if outside resources such as incident management teams, are requested through the Emergency Management Assistance Compact (EMAC), transportation resources such as arrangements for rental cars may need to be arranged. The cost of supporting the transportation of resources should also be considered before selecting a resource.

Initially when a resource need is identified, resource requirements including how the resource will be transported should be considered by the requesting jurisdiction/organization. Upon making a resource request, any transportation needs or concerns should be communicated to the Logistics Coordination Section/ESF #7. The Logistics Coordination Section/ESF #7 should assist with supporting the transportation of the resources as requested.

Transportation Support Examples the Logistics Coordination Section/ESF #7 May Provide

Provide Transportation Information

Share Road Closure Information or Suggest Travel Routes:

During a flooding event where several roads are closed due to high water or an event in which multiple roadways are blocked by debris, the Logistics Coordination Section/ESF #7 may work with the ESF #1 and the Planning Coordination Section/ESF #5 – Information & Planning to share road closure information or suggested routes with resources traveling.

Provide Information About Transportation Resources Available:

Teams may be requested from another state using EMAC. It may be identified that these personnel will need a rental car as they are flying to impacted area. The Logistics Coordination Section/ESF #7 may research and share information about rental car companies in the area.

Transportation Support Examples the Logistics Coordination Section/ESF #7 May Provide

Locating and Acquiring Additional Resources to Transport a Resource

Locate and Acquire Resources that will be used to Transport Another Resource:

During an event that warrants opening an emergency shelter for several days, the shelter may request additional food or meals in order to provide three meals a day. If a supply of food or meals is located, the Logistics Coordination Section/ESF #7 may need to find a delivery truck to bring the food to the Emergency Shelter.

Coordinating Available Transportation Resources and Sharing with Resources being Mobilized:

Teams requested from out of state using EMAC may fly into the area and need a rental car. The Logistics Coordination Section/ESF #7 may coordinate with local rental car companies and make arrangements to ensure that all requested resources are provided a rental car or other mode of transportation.

Supporting the Transportation of Displaced Individuals and Households

In some disasters, people who are impacted by the disaster may need transportation assistance. For example, individuals and households displaced from their home may initially be sheltered in a reception center, which is a short-term solution usually near the incident. However, later these people may need to be relocated to an emergency shelter which provides more complex services such as sleeping arrangements, meals, and shower facilities. The jurisdiction or organization who requested the shelter is responsible for tracking displaced individuals and households and supporting their transition and transportation from one location to the other. Similarly, during catastrophic disasters, displaced

individuals may evacuate and be relocated to areas not impacted. The jurisdiction or organization receiving any displaced individuals and households is responsible for coordinating shelter accommodations and transportation.

Jurisdictions or organizations assisting displaced individuals and households may ask for assistance with this effort. ESF #6 – Mass Care will be working with the jurisdiction or organization to identify any resource needs. ESF #7 will assist in fulfilling these resource needs as requested. Additionally, ESF #7 will assist by obtaining transportation resources and supporting the transportation of the individuals as requested. This includes identifying and locating resources to assist with the special transportation needs of individuals and households with access and functional needs.

Supporting the Distribution of Resources

Certain resources such as supplies may need to be distributed during response and short-term recovery operations. These resources may be distributed to personnel part of response and recovery operations or to residents impacted by the disaster. The Logistics Coordination Section/ESF #7 may assist with distribution as requested by planning how distribution will occur or obtaining additional resources that will be used to distribute the resources.

Any needed supplies or food or drink needs should be communicated and coordinated prior to the resource being confirmed and deployed.

Depending on the size and scope of the emergency, a significant amount of resources may be requested. Additionally, a widespread disaster may impact the availability of supplies and prompt responding organizations to only request the supplies that are very limited and needed to maintain their operations. If numerous resources are being requested and/or the majority of these requests also ask for assistance with providing supplies, and food and water for the resources, the Logistics Coordination Section/ESF #7 may elect to establish a centralized location or staging area to support these resources. This location would be managed by the County and be overseen by the Logistics Coordination Section/ESF #7. More information is in the Establishing Staging Areas Section below. The location being used to stage or store resources may also be used for distribution.

Distributing Resources to Responders	Distributing Resources to Impacted Residents
<p>Responders may need:</p> <ul style="list-style-type: none"> Supplies for response operations such as radios or personal protective equipment Food and water on-scene (Canteening) or meals throughout their deployment <p>* ESF #6 – Mass Care manages canteening.</p> <p>The jurisdiction or organization who requests the resource is responsible for:</p> <ul style="list-style-type: none"> providing supplies needed for the response, ensuring food and water is available, and, as applicable, providing food and water. 	<p>Impacted residents may need emergency supplies such as:</p> <ul style="list-style-type: none"> Life Sustaining – food, water, medication Comfort – blankets, clothing Other Essential – cleaning supplies, work tools <p>ESF # 6 – Mass Care is responsible for distributing emergency supplies and feeding operations for impacted residents.</p>
<p>ESF #7 Role: may assist with these efforts as requested by obtaining additional resources or assisting with the distribution of supplies.</p>	<p>ESF #7 Role: is responsible for locating and acquiring additional resources as requested. This may include resources needed to distribute supplies or the emergency supplies.</p>

Establishing Staging Areas & Supporting Resource Sustainment

When resources are dispatched and mobilized to respond to an incident but are not actively in use, they are staged or stored. Whether these resources are staged or stored depends on the resource.

Staging areas are temporary locations where available emergency response resources are temporarily housed, parked or held while awaiting an operational assignment. These locations support some or all resource sustainment activities such as: providing food and water, offering sheltering accommodations, providing additional supplies and equipment, supporting the storage of supplies or equipment, assisting with the maintenance of resources, and supporting the testing of resources.

Staging areas are commonly used for routine emergency runs which require multiple apparatus. The complexity of the staging area varies based on the needs of the response effort.

Staging areas are usually identified and managed by incident command on-scene. Jurisdictions or organizations may request assistance from the Logistics Coordination Section/ESF #7 with managing the staging area. Staging areas also assist with tracking resources. The Logistics Coordination Section/ESF #7 will be in contact with staging areas as needed to get information on the status of resources for resource tracking.

During catastrophic disasters, when there are a significant number of resources being requested from the County, the County may determine that it would be more efficient to step up a central county led staging area for all requested resources. This staging area would be coordinated by the Logistics Coordination Section/ESF #7 and managed using County resources. Hamilton County Facilities will assist with identifying potential staging locations and may support their operation. One potential location is the Hamilton County Fairgrounds.

Other resources, such as supplies or small equipment, may need to be stored until used or distributed. The majority of resources will be stored by the requesting jurisdiction or organization. However, jurisdictions or organizations may request assistance with storage, and in some instances, it may be more efficient to store all resources at one location. For example, if a large amount of flood cleanup kits or water is acquired, it may need to be stored in a warehouse until it is dispersed using the distribution system established by ESF #6 – Mass Care. Additionally, if the primary role of this location is to store supplies, the location may be used to both store and distribute requested supplies. ESF #7 should consider the duration of the distribution effort, length of time resources would need to be stored, incident information and types of resources being distributed/stored when making the determination.



Routine Staging Areas:

- Are established and managed by the Incident Commander
- Are close to the epicenter of the incident
- Serve primarily as a location for responders to assemble prior to receiving their specific assignment



More Complex Staging Areas:

- Are established during large scale events
- May be in a less impacted area farther from incident operations
- Serve as a location to assemble
- May also be a location that:
 - Provides additional supplies for response
 - Provides meals and water
 - Offers sleep accommodations
 - Includes shower facilities

The Logistics Coordination Section/ESF #7 will coordinate the storage of requested resources as applicable or requested. Hamilton County Facilities will assist in identifying potential facilities and warehouses that may be utilized as storage facilities and may support their operation. Additionally, Hamilton County Administration may assist and advise on the process for renting and purchasing needed storage facilities by referencing the County's standard process for renting and buying facilities.

FEMA's Core Capabilities – ESF #7

- **Critical Transportation** – Providing access to transportation infrastructure supports the mobilization of requested resources and the delivery of vital response personnel, equipment, and services. ESF #7 will work closely with ESF #1 – Transportation Infrastructure to ensure the core capability can be addressed.
- **Infrastructure Systems** – Stabilizing critical infrastructure will support the acquisition of additional resources and enable the use of more local resources. ESF #7 may acquire additional resources to support the stabilization and re-establishment of infrastructure systems.
- **Logistics & Supply Chain Management** – This entire ESF is focused on delivering essential commodities, equipment, and services in support of impacted communities. Since this ESF coordinates activities related to providing logistical and resource support for entities involved in emergency response and short-term recovery operations, this ESF addresses the Logistics and Supply Chain Management Core Capability more than any other.
- **Mass Care Services** – Providing life-sustaining and human services to the affected population includes the distribution of emergency supplies. ESF #6 manages the distribution of the emergency supplies, and ESF #7 will work closely with ESF #6 to ensure there is an adequate amount of supplies to address unmet needs.
- **Operational Communications** – The capacity for timely communications may require obtaining additional communication equipment and supplies. ESF #7 will work closely with ESF #2 – Communications to ensure this core capability is accomplished.

Obtaining Resources Needed for EOC Operations

The EOC may need additional resources throughout its activation. The majority of the resources and logistical support will be managed and coordinated by the EOC Support Section. This includes IT support and facility support. However, some additional resources such as meals throughout the activation or additional office supplies may need to be acquired. The Logistics Coordination Section/ESF #7 is responsible for tracking, locating, acquiring, purchasing and supporting these additional resources as applicable.

Supporting the Demobilization of Resources

Demobilization is the process and any activities related to discharging and releasing resources from a response effort. The requesting jurisdiction/organization is responsible for releasing the resource from current operations. On-scene operations will conduct demobilization actions as necessary for the specific response effort.

The Logistics Coordination Section/ESF #7 is responsible for tracking the requested resources through demobilization. Therefore, as part of the demobilization process, if a resource is requested through the Hamilton County EOC, it will also check out and report its status to the Logistics Coordination Section/ESF #7 before being fully released from the response and short-term recovery effort. This aids in resource tracking and accountability as well as helps reassign available resources that may be utilized for multiple requests. As requested, the Logistics Coordination Section/ESF #7 may assist with other demobilization activities.

Organization and Assignment of Responsibilities

The Hamilton County Emergency Management & Homeland Security Agency (EMHSA) has the primary responsibility for the resource management functions in Hamilton County. The EMHSA will serve as the coordinating agency for this ESF.

Coordinating Agency Responsibilities

Hamilton County Emergency Management & Homeland Security Agency will:

1. Coordinate the activities of Support Agencies within ESF #7 to fulfill operational objectives.
2. Direct the activities of the ESF #7 in conjunction with assistance from ESFs at the local, State, or Federal levels as applicable.
3. Collaborate with other Coordinating Agencies to ensure an effective response between ESFs.
4. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. The Hamilton County EMHSA will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
5. Develop and train all staff responsible for implementing ESF #7 on standard operating procedures.
6. Share ESF #7 activity information with appropriate EOC personnel.
7. Prioritize ESF #7 operational strategies in alignment with the EOC and on-scene objectives.
8. Oversee the Logistics Coordination Section which includes ESF #2 – Communications, the Volunteer Management Unit, the Donations Management Unit and the Private Sector Unit.
9. Serve as the Logistics Coordination Section Chief by participating in planning meetings, supporting the planning process, managing the section and performing other responsibilities of section chiefs. Tasks related to the position are detailed in the position checklists.
10. Track all requested resources from the initial request through demobilization by documenting the request, maintaining situational awareness on the status of all resources, and documenting the status of each resource.
11. Display the status of requested resources and the status of resources filling requests with support from the Planning Coordination Section/ESF #5 – Information & Planning.
12. Coordinate with other ESFs, County departments, dispatch centers, voluntary organizations, the private sector, OEMA, and other local, state and federal government entities to locate potential resources to fill resource requests.
13. Obtain confirmation from the requesting jurisdiction or organization about the suitability of the located resources and acquire the resource.
14. Coordinate with the Hamilton County Administration, County Auditor and the Office of Budget and Strategic Initiatives to identify funding lines and requests for threshold increases as needed.
15. Coordinate with Hamilton County Purchasing to identify possible vendors, obtain guidance on purchasing procedures and procure needed resources.

16. Support the transportation of the resources as requested by providing information and coordinating resources to assist with the transportation of requested resources.
17. As requested, acquire additional resources to distribute to responders and impacted residents.
18. As requested, support the distribution of resources to responders including establishing a centralized distribution location when appropriate.
19. Coordinate with Hamilton County Facilities to identify staging areas or storing facilities.
20. As appropriate, provide assistance to jurisdictions and organizations with staging and storing and/or establish a central staging or storing location. This includes providing support with maintaining and testing resources.
21. Ensure all resources requested through the EOC are checked out and assist with the demobilization process as requested.
22. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination.
23. Assist in the development of the After Action Report. This report is a detailed, written analysis of the strengths and weaknesses of county-level emergency response and short-term recovery activities based upon extensive research of the event and interviews with participating assessment, response, and short-term recovery personnel.

Supporting Agencies Responsibilities

Hamilton County Administration may:

1. Assist and advise on the process for renting and purchasing needed resources especially when County resources are being utilized.
2. Provide direction on establishing priorities for resource requests.

Hamilton County Board of County Commissioners may:

1. During a declared emergency, release up to 400 employees under the Board to serve in support of response and short-term recovery operations.
2. Provide policy direction on establishing priorities for resource request.

Hamilton County Communications Center will:

1. Dispatch routine resources using existing systems.
2. As requested, advise ESF #7 on available resources.
3. Assist with identifying resource requirements for requested communication resources.
4. Advise on available communication resources to fill resource requests.

Hamilton County Facilities Department will:

1. Identify county-level staging areas and storing facilities and support their operation.
2. Identify county facilities that can be used to house responders and/or equipment related to disaster response.

Hamilton County Purchasing Department will:

1. Advise ESF #7 on purchasing procedures including emergency purchases.
2. Approve suspension of purchasing and contracting requirements as defined by state statute.
3. Assist with identifying possible vendors and sources to purchase resources.
4. As applicable, purchase resources for the overall response and short-term recovery operations.

Hamilton County Office of Budget and Strategic Initiatives:

1. Coordinate with the Hamilton County Purchasing Department for the development of emergency funding lines to increase threshold levels and for related budgetary and fiscal needs.

Hamilton County Sheriff's Office will:

1. Provide traffic control activities for movement of resources into county-level staging areas and at the site of the emergency.
2. Provide security for resources at county-level staging areas on county owned or leased property or as directed by the County Sheriff or Hamilton County Board of Commissioners.
3. Assist in the delivery of emergency resources when required.
4. Coordinate the strategy for transporting materials through restricted areas, quarantine lines, and law enforcement checkpoints so that needed supplies are delivered in a timely manner.

City of Cincinnati Fire Department may:

1. Provide personnel to support/staff 24-hour operations at the Hamilton County EOC. Maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
2. Provide personnel from the City of Cincinnati ESF #7 to concurrently serve as the Hamilton County ESF #7 Coordinating Agency.

City of Cincinnati Department of Finance may:

1. Provide personnel to support/staff 24-hour operations at the Hamilton County EOC. Maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
2. Provide personnel from the City of Cincinnati ESF #7 to concurrently serve as the Hamilton County ESF #7 Coordinating Agency.

Freestore Foodbank will:

1. Provide meal resources to support feeding personnel assisting with the response and short-term recovery effort as requested.
2. Provide staff to assist with feeding operations.
3. Manage donations management operations related to food.

Ready2Recovery:

1. Will designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC as the Private Sector Unit, as requested. Note: In some circumstances, the role may be performed remotely utilizing WebEOC and other means of communication.
2. Will coordinate with partner agencies to identify and acquire potential resources.
3. May provide private sector teams to serve as volunteers for the response and short-term recovery effort.

Salvation Army will:

1. Manage donations management operations for nonfood items.

Southwest Ohio Regional Transit Authority will:

1. Support the transportation of resources by providing transportation resources.
2. Assist in the delivery of resources.

Tri-State Community Organizations Active in Disaster (COAD) will:

1. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC as the Volunteer Management Unit, as requested. Note: In some circumstances, the role may be performed remotely utilizing WebEOC and other means of communication.
2. Coordinate with the members of COAD and other voluntary, nonprofit and faith-based organizations or groups to locate additional resources.
3. Lead all voluntary efforts in the use and management of volunteers.
4. Coordinate the activation and operation of virtual volunteer coordination efforts and/or if appropriate the volunteer reception center (VRC).

References

Hamilton County Emergency Management and Homeland Security Agency. (2020). *Hamilton County Donations Management Plan*.

Hamilton County Emergency Management and Homeland Security Agency. (2017). *Hamilton County Spontaneous Volunteer Management Plan*.

Attachments

[Tab A – Hamilton County Donations Management Plan](#)

[Tab B – Hamilton County Spontaneous Volunteer Management Plan](#)

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Annex H: Emergency Support Function #8 – Public Health & Healthcare Providers

April 2019

Coordinating Agencies

Hamilton County Public Health
The Health Collaborative

Supporting Agencies

Hamilton County Coroner's Office
Hamilton County Developmental Disabilities Services
Hamilton County Emergency Management & Homeland Security Agency
Hamilton County Educational Services Center
Hamilton County Job & Family Services
Hamilton County Mental Health & Recovery Services Board
Hamilton County Sheriff's Office
American Red Cross
City of Cincinnati Health Department
Great Parks of Hamilton County
Local Hospitals
Public Library of Cincinnati and Hamilton County
Southwest Ohio Critical Incident Stress Management
St. Rita School for the Deaf

Introduction

Purpose

The purpose of Emergency Support Function (ESF) #8 – Public Health & Healthcare Providers is to establish how public health and healthcare provider activities will be coordinated prior to, during, and after disasters to meet the emergency needs of Hamilton County, OH. This ESF describes the operational components as well as the roles and responsibilities of the agencies necessary to fulfill the duties of ESF #8.

Scope

Emergency Support Function #8 – Public Health & Healthcare Providers serves to provide supplemental assistance to local jurisdictions in Hamilton County by identifying and meeting the public health and medical needs of everyone affected by disasters.

Activities of ESF #8 include surveillance and assessment of health and medical needs, mass prophylaxis, coordination of medical equipment and supplies, patient tracking and coordination, environmental health and safety, public notification for public health issues, access and functional needs support, mental health services and mass fatality services.

Assumptions

Planning requires assumptions based on statistics, history, behavior pattern and likely future trends. The following assumptions were made as consideration for ESF #8 – Public Health & Healthcare Providers:

- Hazards may affect one or multiple jurisdictions within Hamilton County. Hazards may also extend beyond the borders of Hamilton County and may require a coordinated response and recovery effort between multiple jurisdictions at the local, county, or even state level.

- Local hospitals and the four Local Health Districts (LHDs) in Hamilton County will coordinate the status of communicable disease emergencies and the need for assistance for public health issues.
- Disasters and public health emergencies may overwhelm any or all of the LHDs, the medical community and county emergency resource capabilities. Regional, state or federal resources may need to be requested if they are available.
- Although a primary event may not constitute a public health emergency, secondary events stemming from the initial event may do so.
- Disruption of utility services and facilities, loss of power, and an increase in the number of people requiring sheltering may increase the potential for disease and/or injury.
- Catastrophic events may require the establishment of temporary medical facilities.

Concept of Operations

Emergency Support Function (ESF) #8 – Public Health & Healthcare Providers consists of nine broad activities in relation to the Hamilton County Emergency Operations Plan.

ESF #8 Activities	
1.	Surveillance and Assessment of Health and Medical Needs
2.	Mass Prophylaxis
3.	Coordination of Medical Equipment and Supplies
4.	Patient Transportation and Coordination
5.	Environmental Health and Safety
6.	Public Notification for Public Health Issues
7.	Access & Functional Needs Support
8.	Mental Health Services
9.	Mass Fatality Services

Surveillance and Assessment of Health and Medical Needs

There are four local health departments located within Hamilton County: Hamilton County Public Health, City of Cincinnati Health Department, City of Norwood Health Department, and the City of Springdale Health Department. Hamilton County Public Health is responsible for the forty-five (45) jurisdictions within Hamilton County that do not have their own health department.

The four local health departments are responsible for monitoring ongoing public health issues within Hamilton County. This is accomplished through the continuous, systematic collection, analysis and interpretation of health-related data from the county and the region. Epidemiologists work with the local health departments and information from regional healthcare facilities to track potential and current public health threats. Potential public health threats resulting from zoonotic diseases will be coordinated between the Ohio Department of Health and the Ohio Department of Agriculture and shared with local health departments.

Medical needs of local healthcare providers are identified and addressed by the Disaster Preparedness Coalition, a multi-disciplinary group of agencies and organizations who collaborate in order to prepare for, respond to, and recover from incidents. The Coalition is a regional working group that meets regularly to share information and coordinate preparedness activities. The Coalition is managed by the Health Collaborative, which administers Coalition meetings and shares information with the Hamilton County EMHSA.

When it is determined that the health or medical needs of Hamilton County exceed the ability of local health departments or healthcare providers due to public health incident or other disaster, the Hamilton County EMHSA Director or his/her designee is notified. This notification may lead to the activation of the Hamilton County Emergency Operations Center (EOC) and a change in the EAL for Hamilton County's EOC.

Mass Prophylaxis

Mass prophylaxis is the capability to protect the health of Hamilton County residents through the administration of critical medical countermeasures in response to a public health emergency in order to prevent the development of disease among those who are exposed or are potentially exposed to public health threats.

Hamilton County Public Health is responsible for ensuring that appropriate drug prophylaxis and vaccination strategies are implemented in a timely manner upon the onset of an event to prevent the development of disease in exposed individuals. In the event of a large-scale mass prophylaxis event, Hamilton County Public Health may open community-level Point of Dispensing (PODs) sites per the Medical Countermeasure Dispensing Plan, an annex to the Hamilton County Public Health Emergency Response Plan – Basic Plan.

In the event that a mass prophylaxis event takes place within Hamilton County, the Hamilton County EOC will be activated to support operations. ESF #8 will work with other ESFs within the Hamilton County EOC in support of POD logistics. Potential issues may include, but are not limited to, the transportation of medical countermeasures from the County Drop Site or the Regional Distribution Site to the POD, the transportation of volunteers from a Volunteer Reception Center to a POD, or POD site security.

Currently, Hamilton County Public Health has an MOU with Great Parks Hamilton County for Park Rangers to provide security during a mass prophylaxis event to supplement other law enforcement agencies. An MOU also exists between Hamilton County Public Health and the Public Library of Cincinnati and Hamilton County that states the Public Library will provide five box trucks and personnel to assist in transportation of medical countermeasures. The Hamilton County Board of County Commissioners passed a resolution on 06/13/2016 which states that up to 400 county employees under the board may be released from their normal duties to support response and recovery efforts during a public health emergency. A regional mutual aid agreement exists between each of the thirteen local public health departments in the Southwest Ohio Region to provide personnel and resource support in the event of surge during a public health emergency.

Coordination of Medical Equipment and Supplies

During a mass prophylaxis event, medical countermeasures may be requested from the Strategic National Stockpile (SNS). Per the Hamilton County Public Health Medical Countermeasure Dispensing Plan, all requests for assets from the SNS must be sent to the Hamilton County EMHSA. Requests for activation of the SNS may come from one of the four local health department health commissioners, or their designees. SNS requests may also come directly from the hospitals.

In the event that the Hamilton County EOC has been activated, all SNS requests will be verified by one of the Coordinating Agencies of ESF #8 before being sent to the OEMA. This is to ensure that the request is legitimate and cannot be fulfilled from other local or regional assets.

If the Ohio EOC is active, the request will be sent from Hamilton County ESF #8 to the State of Ohio ESF #8. If the Ohio EOC has not been activated, the request will be sent to the OEMA Watch Desk via email and the OEMA Regional Supervisor will be added to the message. A follow-up phone call will be made to the OEMA Regional Supervisor to ensure the request was received and to ensure the OEMA has context for the request. If the Hamilton County EOC is not active, the Hamilton County EMHSA will verify with Hamilton County Public Health before submitting an SNS activation request to the OEMA.

Other requests for medical equipment and supplies during an incident will be directed from the Logistics Section to ESF #8. ESF #8 Coordinating Agencies will work with Supporting Agencies and other partners to fulfill the requests appropriately. In the event that a request for medical equipment or supplies cannot be fulfilled by ESF #8, one of the Coordinating Agencies will work with the Logistics Section to determine alternative methods for fulfilling the request.

Public Notification for Public Health Issues

Hamilton County Public Health has created a Crisis Communication Plan, an annex to the Hamilton County Public Health Emergency Response Plan – Basic Plan. The Crisis Communication Plan will be activated by Hamilton County Public Health internally and may be handled by Hamilton County Public Health's Public Information Officer.

- Additional details regarding the PIOs and the role of the JIC can be found in Annex O – ESF #15 – Emergency Public Information.
- HCPH assigned to the JIC may work remotely from HCPH's Departmental Operations Center (DOC) or may be physically dependent in the Hamilton County EOC.

If the disaster is a public health emergency

- HCPH will assign a staff member to serve as the Public Information Officer (PIO) overseeing ESF #15 in the EOC

If the disaster has public health concerns

- HCPH may assign a staff member to serve in the Joint Information Center (JIC) as a subject-matter expert

If the disaster has NO public health concerns

- HCPH may assign a staff member to support the JIC in a general capacity

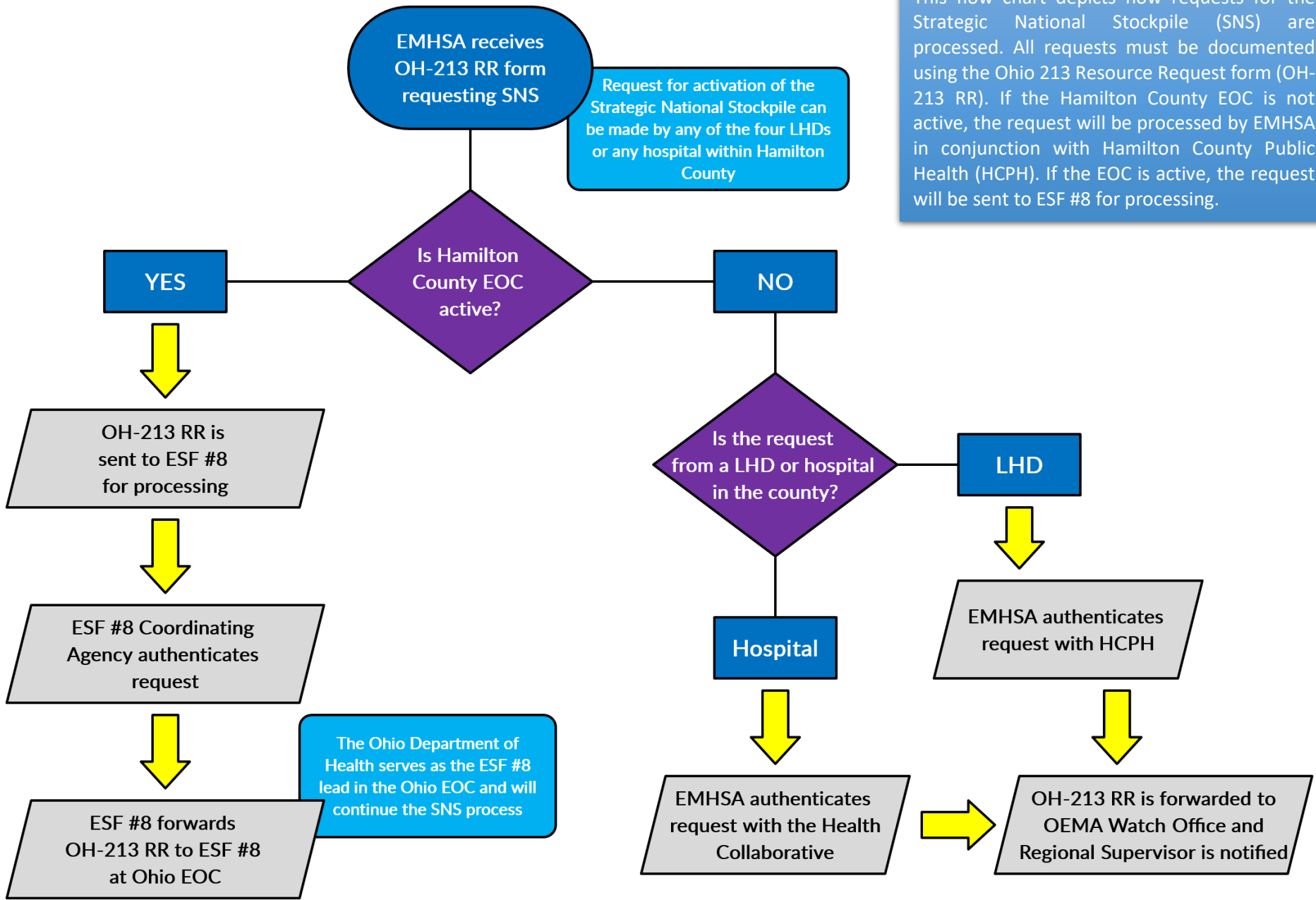
Both Coordinating Agencies for ESF #8 should work together and with ESF #15 to ensure a coordinate message is being distributed to the public regarding public health issues. All media inquiries will be directed to the Joint Information Center when it is activated.

Patient Transportation and Coordination

Some disasters will require the transportation of a large number of victims to local healthcare agencies. The increased volume may strain individual hospitals if their surge capacity is exceeded. To that end, patient distribution will be coordinated through the Disaster Network, an 800 MHz radio system managed by the Hamilton County Communications Center. The network may be used for incidents that occur within Hamilton County or incidents that occur outside Hamilton County when patients will be transported to hospitals within our county.

Hospitals will enter bed capacity and other patient data into SurgeNet, a web-based software managed by the Health Collaborative. One component of SurgeNet is OHTrac, a State of Ohio tool for patient tracking that aids in family reunification.

ESF #8 will work with ESF #4 – Fire & Emergency Medical Services to address any additional patient transportation issues.



This flow chart depicts how requests for the Strategic National Stockpile (SNS) are processed. All requests must be documented using the Ohio 213 Resource Request form (OH-213 RR). If the Hamilton County EOC is not active, the request will be processed by EMHSA in conjunction with Hamilton County Public Health (HCPH). If the EOC is active, the request will be sent to ESF #8 for processing.

Environmental Health and Safety

ESF #8 will provide subject matter expertise to address any environmental health and safety issues that may affect first responders or the general public resulting from a disaster. Hamilton County Public Health can coordinate with local, state and federal partners for environmental monitoring, including air, water, and soil monitoring.

The City of Cincinnati Health Department coordinates a monitoring and detection team that can be requested through the City of Cincinnati Fire Department or ESF #4 when activated. The Ohio Environmental Protection Agency (EPA) and U.S. EPA can support microbiological, organic and inorganic laboratory analysis of environmental samples in addition to providing specialized and technical air monitoring support. The U.S. EPA can also provide technical support in the event of a Chemical, Biological, Radiological, Nuclear, or Explosive (CBRNE) event.

ESF #8 will coordinate with ESF #10 – Hazardous Materials on hazardous materials responses to determine what population protective actions need to be undertaken. Any actions identified for the general public will be immediately shared with ESF #15 – Emergency Public Information for public dissemination.

Access and Functional Needs Support

Hamilton County will make every effort possible to be inclusive in its planning efforts and ensure that all response and recovery actions address the requirements of individuals with access and functional needs. Hamilton County understands that individuals with access and functional needs have the same right to emergency services as other residents.

While every effort will be made to plan for those needs, certain considerations may not be identified and addressed during the planning stages. To that end, ESF #8 will be the lead ESF on addressing those needs that are identified during the response and recovery phases of the disaster. ESF #8 includes Hamilton County Developmental Disabilities Services, which will support the other agencies within ESF #8 in addressing access and functional needs that arise during the disaster. This includes, but is not limited to, making reasonable modifications to policies, practices and procedures to allow individuals to maintain their independence in general population shelters, assisting in locating durable medical equipment, consumable medical supplies, and personal assistance services.

Mental Health Services

Disasters are traumatic experiences for most individuals and as such, Hamilton County residents may respond with increased anxiety, worry, anger, or other forms of emotional distress. In order to support individuals who may require additional assistance in coping with the disaster and the potential uncertainties, ESF #8 will be the lead ESF for coordinating mental health services.

Hamilton County Public Health will work with Hamilton County Mental Health and Recovery Services Board (MHR SB) to address mental health needs during a disaster. MHR SB has nearly 50 local behavioral health organizations under contract that provide a full range of community support services that may be called upon during a disaster. Hamilton County Public Health also has three MOUs with local hospice skilled nursing facilities to provide one to five nurses for psychological first aid and mental health support in the event of an emergency. In addition, Hamilton County Public Health has a Standard Operating Guide as part of the Public Health Emergency Response Plan – Basic Plan specifically for accessing mental/behavioral health resources during a disaster.

Mass Fatality Services

Per the Hamilton County Mass Fatality Incident Response Plan, the Hamilton County Coroner's Office defines a Mass Fatality Incident as an event that results in 25 deaths from a single event. In the event of

a Mass Fatality Incident within Hamilton County, the Coroner will retain control and authority over fatality management but will not be the Incident Commander for the larger event. The Coroner's objective is to recover and identify the victims in a safe and timely fashion and in a dignified and respectful manner.

During a Mass Fatality Incident, the Hamilton County Coroner's Office, as a part of ESF #8, will identify any resource needs related to fatality management and communicate those with the ESF #8 Coordinating Agencies. The Coroner's Office will also work with the American Red Cross and ESF #6 on the establishment of a Family Assistance Center (FAC) as outlined in the Mass Fatality Incident Response Plan.

Organization and Assignment of Responsibilities

Hamilton County Public Health has the primary responsibility for the public health functions for the majority of jurisdictions within Hamilton County. As such, Hamilton County Public Health is the designated coordinating agency for public health issues within the Hamilton County EOC. The Health Collaborative supports emergency preparedness among medical facilities within Hamilton County and the greater region. As such, the Health Collaborative is the designated coordinating agency for healthcare providers issues within the Hamilton County EOC. These two organizations have agreed to jointly serve as coordinating agencies for this Emergency Support Function (ESF).

Coordinating Agencies' Responsibilities

Hamilton County Public Health will:

1. Coordinate the activities of Support Agencies within ESF #8 to fulfill operational objectives.
2. Direct, with the Health Collaborative, the activities of the ESF #8 in conjunction with assistance from ESFs at the local, State, or Federal levels as applicable.
3. Collaborate with other Coordinating Agencies to ensure an effective response between ESFs.
4. Share ESF #8 activity information with appropriate EOC personnel.
5. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. The Hamilton County EMHSA will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
6. Develop and train all staff responsible for implementing ESF #8 on standard operating procedures.
7. Conduct and coordinate public health assessments of conditions in the communities affected by the disaster and, where possible, determine where health problems could occur.
8. Maintain ongoing public health surveillance of affected communities in order to rapidly identify and address public health-related problems.
9. Conduct and coordinate food service sanitation programs.
10. Inspect potable and bulk water hauling contractors and temporary water systems.
11. Provide and coordinate consultation for household sewage disposal, disaster debris disposal, housing sanitation, vector control, and public health nuisances.
12. Coordinate county response to public health problems at the Hamilton County EOC throughout assessment and response.
13. Assess and coordinate public health concerns regarding mass fatality efforts in affected communities.
14. Assist with coordinating the acquisition and distribution of medical supplies and equipment (e.g. Strategic National Stockpile).
15. Provide and coordinate prophylaxis, including antibiotics, antivirals, vaccines, immunizations, and testing as needed during the disaster. Activities will be coordinated with local fire and/or law enforcement.
16. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination including public health and medical advisories.

17. Coordinate response actions and guide decision making if isolation and/or quarantine of individuals is necessary.
18. The HCPH Public Information Officer will coordinate public health and medical advisories with the Joint Information Center (JIC).
19. Coordinate with local cemetery owners to determine public health concerns for grave sites/cemeteries that are impacted by the disaster.
20. Coordinate alternate sources for human waste disposal.
21. During a Mass Fatality incident, HCPH will conduct the items listed in its Mass Fatality Response Annex, including, but limited to:
 - a. Providing burial permits and death certificates from the local Deputy Registrar located at HCPH.
 - b. Providing disease investigation and surveillance if the fatality event involved a disease concern.
 - c. Providing of infection control information as necessary to assist in the processing of a mass number of victims.
 - d. Coordinating with partners to support electronic death reporting.
 - e. Coordinating with partners to facilitate the collection and reporting of mortality information.
 - f. Coordinating with partners to facilitate collection and dissemination of ante-mortem data.
 - g. Coordinating with partners to assemble required staff/resources to provide mental/behavioral health services to responders, family members of deceased, and incident survivors as needed.

The Health Collaborative will:

1. Coordinate with Hamilton County Public Health the activities of the ESF #8 in conjunction with assistance from ESFs at the local, State, or Federal levels as applicable.
2. Collaborate with other Coordinating Agencies to ensure an effective response between ESFs.
3. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. The Hamilton County EMHSA will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
4. Coordinate the identification and delivery of medical supplies and services during a disaster.
5. Coordinate regional hospital resources including capabilities agreed upon per regional hospital MOUs.
6. Work in conjunction with Hamilton County Public Health to assess and address the identified medical needs of the affected communities.
7. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination including medical-related information.
8. Provide research and consultation on emergency medical-related problems as needed.
9. Coordinate the deployment and set up of Alternative Care Center tents when requested and may coordinate with facilities to identify other alternative care locations.
10. Assist the hospitals by coordinating the sharing of medical resources to support medical surge.
11. Cooperate with Hamilton County Public Health for the activation of the Medical Reserve Corps to provide support.

Supporting Agencies' Responsibilities

Hamilton County Coroner's Office will:

1. Coordinate, and within capabilities, supply personnel and materials to support mass fatality response and expanded mortuary services in affected jurisdictions, as outlined in the Hamilton County Mass Fatality Incident Response Plan.
2. Coordinate with the American Red Cross, Ohio Mortuary Operational Response Teams, and Disaster Mortuary Operational Response Teams in the establishment of FAC and sharing information on the deceased.
3. Identify the remains of disaster-related fatalities.
4. Process and prepare disaster-related fatalities for disposition.
5. Assist with the coordination for the disposition of human remains due to the disaster.

Hamilton County Developmental Disabilities Services will:

3. Provide personnel, training and services to assist local organizations in providing for the emergency needs of persons with access or functional needs.
4. Coordinate with direct service providers for potential resources (i.e., transportation, staff, durable medical equipment, etc.).
5. Communicate with case managers to discuss outreach activities to affect individuals.

Hamilton County Emergency Management & Homeland Security Agency will:

1. Accept requests from local health departments and hospitals for medical countermeasures from the Strategic National Stockpile and forward them to the OEMA Watch Desk and Regional Supervisor.
2. Accept and fill resource requests during an emergency.

Hamilton County Educational Services Center will:

1. Work with HCPH to distribute public health information to childcare services/day cares and schools.

Hamilton County Job & Family Services will:

1. Work with HCPH to distribute public health information to the vulnerable populations that it serves.

Hamilton County Mental Health & Recovery Services Board may:

1. Coordinate staff or supplies as available to treat victims suffering from disaster-related mental health issues.
2. Coordinate with its partners and request support in treating victims suffering from disaster-related mental health issues.
3. Provide psychological first aid, as necessary, to victims and response personnel.

Hamilton County Sheriff's Office will:

1. Provide traffic and crowd control at Point of Dispensing locations.
2. Assist in coordinating security at hospitals and Point of Dispensing locations.
3. Work with local health departments to enforce isolation and/or quarantine of individuals if established.

American Red Cross will:

1. Activate their Disaster Health Services and Disaster Mental Health Services volunteers in support of Mass Care operations.
2. Activate their Disaster Medical Assistance Team in response to a Mass Casualty or Mass Fatality Incident.
3. Support the opening of FACs in accordance with the Hamilton County Mass Fatality Plan.
4. Support critical incident stress management operations for emergency responders.

City of Cincinnati Health Department:

1. May provide personnel to support/staff 24-hour operations at the Hamilton County EOC. Maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
2. May provide personnel from the City of Cincinnati Health Department ESF #8 to concurrently serve as the Hamilton County ESF #8 Coordinating Agencies.
3. Will conduct and coordinate public health assessments of conditions within the City of Cincinnati if it is affected by the disaster and, where possible, determine where health problems could occur.
4. Will maintain ongoing public health surveillance within the City of Cincinnati if it is affected in order to rapidly identify and address public health-related problems.
5. Will conduct and coordinate food service sanitation programs within the City of Cincinnati.
6. Will inspect potable and bulk water hauling contractors and temporary water systems within the City of Cincinnati.
7. Will provide and coordinate consultation for household sewage disposal, disaster debris disposal, housing sanitation, vector control, and public health nuisances within the City of Cincinnati.
8. Will assess and coordinate public health concerns regarding mass fatality efforts within the City of Cincinnati.
9. Will be available to assist with coordinating the acquisition and distribution of medical supplies and equipment (e.g. Strategic National Stockpile) within the City of Cincinnati.
10. Will provide and coordinate prophylaxis, including antibiotics, antivirals, vaccines, immunizations, and testing as needed during the disaster within the City of Cincinnati. Activities will be coordinated with local fire and/or law enforcement.
11. Will coordinate with local cemetery owners within the City of Cincinnati to determine public health concerns for grave sites/cemeteries that are impacted by the disaster.
12. Will coordinate alternate sources for human waste disposal within the City of Cincinnati.

Great Parks of Hamilton County will:

1. Provide security as medication is transported between Points of Dispensing locations during a mass prophylaxes event.

Local Hospitals will:

1. Maintain ongoing situational awareness of affected communities to rapidly identify and address emergency medical-related needs.
2. Notify the Health Collaborative of the status of local health emergencies and the need for assistance.
3. Active surge plans as needed.
4. Provide capacity and capability status updates current during an event or as directed.
5. Provide requested resources as available and agreed upon per regional hospital MOUs.
6. Provide regular updates to the ESF #8 Coordinating Agencies upon request for situational awareness.

Public Library of Cincinnati and Hamilton County:

1. Will provide six box trucks and personnel to transport medication from the Strategic National Stockpile drop point to Points of Distribution locations during a mass prophylaxes event.
2. May provide additional transportation or personnel resources as available.

Southwest Ohio Critical Incident Stress Management will:

1. Provide mental health support for emergency responders.

St. Rita School for the Deaf will:

1. Work with HCPH to distribute public health information to the vulnerable population that it serves.
2. Provide sign language support during a public health emergency.

References

Federal Emergency Management Agency. (2010). *Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters.*

Hamilton County Emergency Management and Homeland Security Agency. (2018). *Hamilton County Duty Officer Manual.*

Hamilton County Emergency Management and Homeland Security Agency. (2019). *Hamilton County EOC Position Manuals.*

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Annex I: Emergency Support Function #9 – Search & Rescue

November 2022

Coordinating Agency

Hamilton County Fire Chief's Urban Search & Rescue (USAR) Task Force

Supporting Agencies

Hamilton County Communications Center
Hamilton County Emergency Management/Homeland Security
Hamilton County Engineer's Office
Hamilton County Sheriff's Office
Loveland-Symmes Task Force One
Ohio Department of Natural Resources
Ohio National Guard
Ohio State Highway Patrol
Ohio Task Force One

Introduction

Purpose

The purpose of Emergency Support Function (ESF) #9 – Search & Rescue is to establish how activities related to Search and Rescue (SAR) will be coordinated during and after disasters to meet the emergency needs of Hamilton County, OH. This ESF describes the operational components as well as roles and responsibilities of the agencies necessary to fulfill the duties of ESF #9.

Scope

ESF #9 serves to provide for the guidance and organization of County agencies that may be employed during SAR operations. SAR operations include, but are not limited to, the location, recovery, and extrication of victims who become lost or entrapped as the result of a natural or human-caused incident. The goal of SAR operations is to save the lives of victims who are unable to ensure their own survival without assistance but may also include the location, extrication, and recovery of deceased victims.

Activities of ESF #9 include information sharing and management and coordinating resource support for SAR teams in the field.

Situation

ESF #9 is activated when an incident occurs or is anticipated to occur that may result in a request for a unified SAR response to an affected area that requires coordination at the county-level. Agencies and departments participating in SAR operations must consider hazards such as fire, confined spaces, high-rise structures, urban or rural areas, trenches, subsurface, recreational areas/facilities, waterways, and chemical, biological, radiological, nuclear, & explosive (CBRNE) contamination.

ESF #9 will support responders who may face additional difficulties or hindrances after a disaster because of extensive damage to the local infrastructure. Such damage may then create environmental safety and health hazards such as downed power lines, unstable foundations or structures, rapidly rising waters, exposure to biohazards, toxins, blood-borne pathogens, and explosive environments. Responders must also take into consideration when their safety and the safety of the victims are being impacted by severe weather conditions such as temperature extremes, snow, rain, flooding, and high winds.

Current Capabilities

The Hamilton County Urban Search and Rescue (USAR) Task Force is one of six jurisdiction-based structural collapse search and rescue teams in Ohio. The team is comprised of approximately 125 members from 26 fire departments in Southwest Ohio and patterned operationally after a federal USAR Task Force. This Task Force covers all of Ohio Region 6, and parts of Regions 7 and 9 and has been typed by the Ohio Urban Search and Rescue Technical Advisory Committee as a Type II Team. The team responds to and manages structural collapses, waterborne, inland/wilderness, and aerial SAR operations, as well as trench, confined space, high-angle, machinery, and swift water rescues. The team has demonstrated the ability to place 45 members on scene within 60 minutes. The Task Force has a cache of equipment distributed between two vehicles (see images below) that are stored in two separate locations in the County for quick mobilization.



Above: Inside Hamilton County USAR Task Force's vehicle, Rescue 200. **Right:** USAR's second vehicle, Rescue 201. Both vehicles are deployed during an incident.



For aerial SAR operations, the Hamilton County USAR Task Force has established an Aerial Reconnaissance Unit (ARU). Drones, or unmanned aerial vehicles (UAVs), are deployed in an area of interest, perform sensory operations to gather information, detect the signs or presence of a victim, and send data and imagery to a rescue team on-scene or to a remote command station. Drone SAR missions also allow teams to avoid unnecessarily entering hazardous areas while searching a wider area quickly and for less cost than traditional planes or helicopters.

The Hamilton County ARU has seven drones that can be deployed for various uses. The ARU can be utilized for missing persons search, water rescue, creating updated maps for event planning, gathering damage assessment information, monitoring flood impacts at different river stages, and gathering air readings remotely during a hazardous materials release.

Of the seven ARU drones, five are DJI Mavic 2 Enterprise Dual drones with thermal and optical cameras. The other two drones are DJI Matrice 300's with higher resolution optical and thermal cameras and a laser range finder, which provides reliable distance data. The Matrice's can also carry and drop off loads up to 10 pounds if needed. All ARU drones have the ability to relay (not receive) audio, in case a stranded person needs to be guided to safety or a pickup location.

The City of Cincinnati has two heavy rescue teams, which can be utilized in the initial stages of SAR operations while Hamilton County's USAR Task Force is being deployed or until mutual aid arrives. Heavy rescue teams have the same training as USAR Task Force members, without the same amount of equipment or personnel for sustained SAR operations. Some members of Cincinnati's heavy rescue teams are also members of the USAR Task Force.

The Loveland-Symmes Fire Department maintains the Ohio Homeland Security Region 6 Task Force 1 (TF-1). TF-1 is a locally operated Ohio Water-Based Search and Rescue Special Operations Team that provides regional responses for underwater search, rescue, and recovery operations for humans and animals in

swift water and flood environments, as well as tactical emergency medical support in Southwestern Ohio. TF-1 has approximately 50 members on their dive team that are swift water rescue certified and have responded to incidents in Ohio, Kentucky, and Indiana. The dive team has the ability to dive to depths of 150 feet and are equipped with boats that have side scan, hop down, and sector scan sonars, and top-down remote operated vehicles.

TF-1 has been typed by the Ohio Water Technical Advisory Committee per FEMA standards as a Type I team, the highest qualification level. They will assist the County USAR Task Force with waterborne searches that require more technical expertise and equipment than surface water rescues.

Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends. The following assumptions were made in consideration of ESF #9:

- A major disaster or emergency situation may result in large numbers of displaced, stranded, lost, or trapped individuals needing prompt rescue and medical attention.
- The need for SAR operations may be experienced by any community.
- Many SAR operations only necessitate the need for local resources or responders.
- If a SAR incident overwhelms local capabilities, the Hamilton County Emergency Operations Center will be activated.
- Especially in a localized incident, spontaneous unaffiliated volunteers often want to assist with SAR mission(s). These volunteers must be directed to volunteer reception centers or established volunteer organizations to prevent their personal injury, contamination of the search area, and to provide accountability.
- Access to the areas impacted by the disaster may be limited or restricted. Initially some areas may only be accessible to aviation, maritime assets or by foot.
- Support such as helicopters, tracking dogs, and external SAR groups may be required from adjoining political subdivisions or from state resources.
- A survival window for many victims occurs within the first 48 hours of an incident. A concentration of efforts should be directed towards locations where the greatest potential for survivors exists and begin immediately.
- The search for, and recovery of, bodies will be conducted only after the rescue of survivors has been completed and the environment will allow for safe operation by SAR personnel.

Concept of Operations

Emergency Support Function (ESF) #9 – Search & Rescue consists of two broad activities in relation to the Hamilton County Emergency Operations Plan. These activities are:

ESF #9 Activities	
1.	SAR Information Sharing and Management
2.	Coordinating Resource Support for SAR Teams in the Field

General

Fire departments are the primary entity to initiate a SAR mission that may require the utilization of air, ground, and/or water rescue operations to preserve life. Most SAR operations can be handled locally by jurisdictional assets or the Hamilton County USAR Task Force without requiring additional resources or an EOC-supported response.

The Incident Commander may request the Hamilton County USAR Task Force from the Hamilton County Communications Center (HCCC). If a Unified Command structure is in place, the fire department's Incident Commander would approve the request for additional SAR assets. All requests for the USAR Task Force must go through the HCCC. Task Force members are notified of a dispatch through Active911.

For waterborne SAR incidents, TF-1 can be deployed by contacting the HCCC, which will contact the Northeast Communications Center based in the City of Loveland. All dive team members are notified of a dispatch through Active911.

If a disaster or emergency event requires a county-level response, the Hamilton County EOC will be activated. Once active, a representative from Hamilton County USAR will report to the EOC and serve as ESF #9 Coordinator. The Coordinator will be one of three rotating fire chiefs with the Hamilton County USAR Task Force. All requests for additional SAR resources will be channeled through the EOC and ESF #9.

SAR Information Sharing and Management

The Hamilton County EOC is the primary location for coordination and control of emergency SAR operations. Information sharing and management is one of the primary activities of ESF #9. ESF #9 is responsible for ensuring field operations have the support from the EOC for gaining information and collecting data to meet reporting requirements.

Upon activation, ESF #9 will communicate pertinent information amongst all Supporting Agencies. The information will include the goals of the EOC and on-scene Incident Command and determining strategies and tasks for supporting the EOC and Incident Command in the execution of their goals from a SAR perspective. ESF #9 will maintain operational awareness through direct communications with SAR units in the field. They will collect and analyze information relevant to the incident response and ensure it is reported in WebEOC and EOC documents including the EOC Action Plan and Situation Reports.

ESF #9 will collect disaster impacts and needs assessments from SAR personnel to ensure situational awareness is maintained in the EOC. It will also assist ESF #9 in determining their objectives. Throughout the response and recovery periods, ESF #9 will analyze information regarding SAR operations, develop and update assessments of the SAR situation and status in the impact area, and conduct contingency planning to meet anticipated demands or needs.

The ARU adds an additional method of information gathering by allowing personnel at the EOC to get a real-time view of the impacts and assess remotely. Search patterns can be programmed into the drones and the photos can be automatically uploaded into mapping software to create a real time map that can be shared with the EOC. The drone controllers have video signal that can transmit directly to Command 400, the County's mobile command post. Command 400 can then disseminate the video to the EOC and relevant external partners for situational awareness. This allows for a larger operational picture to be assembled rapidly because of the drones' ability to quickly navigate unsafe, difficult to access terrain.

Examples of information that may be provided to ESF #9 by SAR members on-scene include:

- Impacts to infrastructure, including road conditions and structural integrity of buildings and other infrastructure
- Scope of damage
- Location and status of injured victims

- Needs of survivors
- Resource needs
- Fatality estimates
- Presence of hazardous materials or conditions

The diagram on the next page depicts how ESF #9 gathers information and shares it within the EOC. ESF #9 would work with its Supporting Agencies and other partners to monitor impacts to survivors, infrastructure and SAR resources. The Operations Coordination Section Chief will ensure the information gathered by ESF #9 is shared in the EOC and with the appropriate ESFs.

Coordinating Resource Support for SAR Teams in the Field

ESF #9 is responsible for coordinating all resource support for ESF #9 personnel. This includes tracking the location and availability of resources, determining the best placement for available resources, anticipating future resource needs, prepositioning resources, identifying and requesting mutual aid, and considering what ESF #9 resources may be useful in supporting the objectives of Incident Command and/or the EOC.

Tracking the location and availability of resources can be accomplished by communicating with:

- Dispatch centers
- Incident Command
- Local jurisdictions/agencies responding to the emergency
- EMHSA
- The on-scene logistics section, if activated
- The EOC Logistics Coordination Section (ESF #7)
- External partners such as the Red Cross

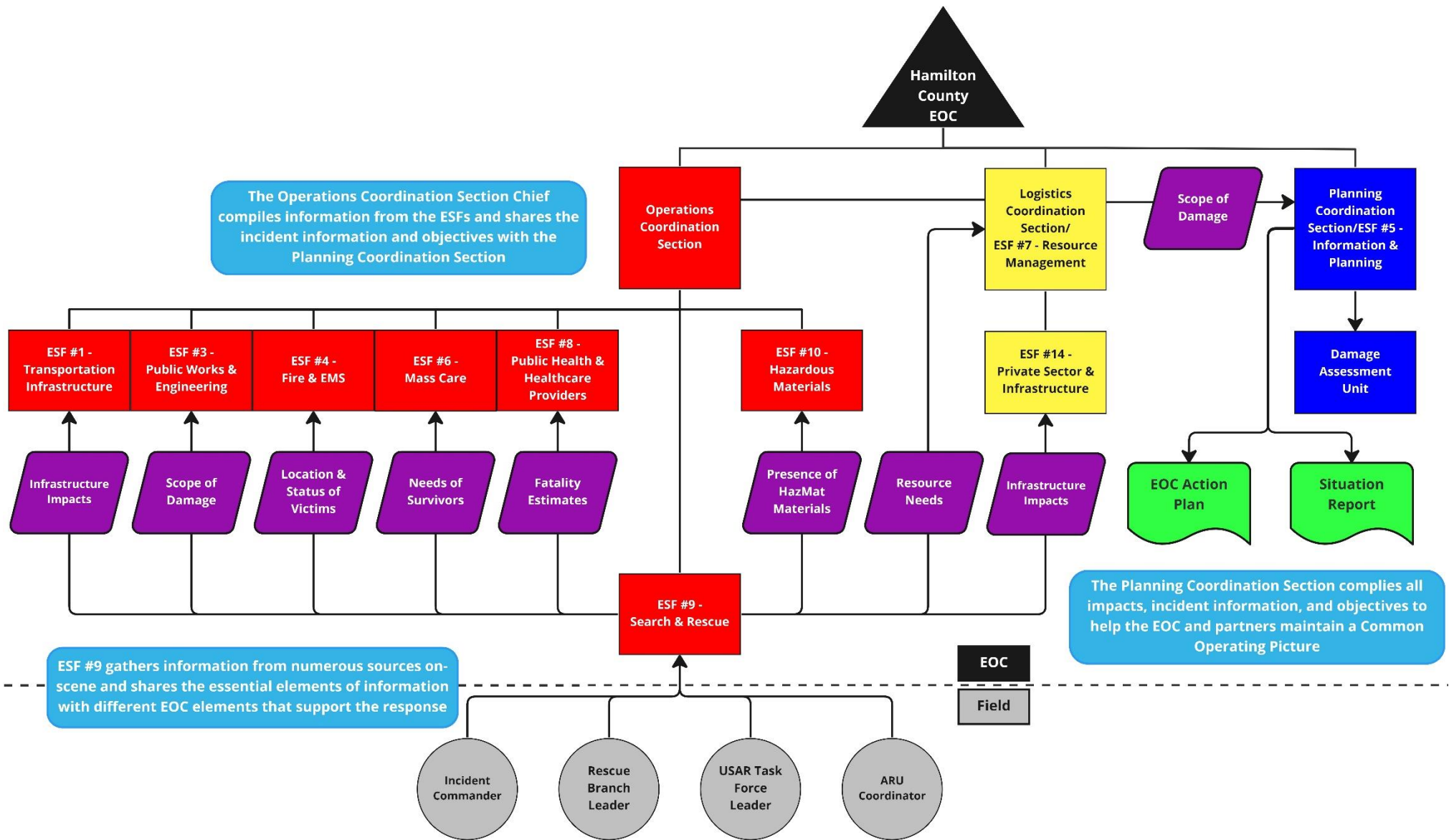
Once ESF #9 has an understanding of what the incident needs are, where current SAR resources are located and what SAR resources are available, they can begin to evaluate the situation and determine what resources should be called to respond. Working from the EOC gives ESF #9 a greater understanding of the operations and what areas have the greatest need. From there ESF #9 can inform the Incident Commander of available resources and areas of greatest impact/need and assist with coordination if requested. Resources must be coordinated and discussed with ESF #7.

Related to the action of placing limited resources in the areas of greatest impact/need is anticipating future resource needs. Incidents may expand faster than resources can be deployed and arrive on-scene. By being aware of the on-scene incident objectives, status of the incident and tactical operations, ESF #9 can anticipate the future resource needs of on-scene responders and SAR personnel, thus allowing ESF #9 to request mobilization of additional resources before the incident needs can exceed resource availability. This is also when ESF #9 will preposition the requested resources by determining what area the resources will most likely be needed and directing them to the closest staging area. This allows for quicker response time during an incident and lets personnel on-scene focus on the tactical response with support from the EOC.

All resource requests and needs must be submitted to the EOC Logistics Coordination Section (ESF #7). ESF #9 will be responsible for gathering requests from the field and submitting them to ESF #7. ESF #9 will maintain operational logs of actions taken, messages, resource requests/orders, reports, and other appropriate documentation for future reference. The system for documenting this information may be done through WebEOC, paper forms, or another method as specified by ESF #7.

Examples of resource requests that would go through ESF #9 and the EOC include:

- Ohio Task Force 1 (OH-TF1)
- Lumber packages from local stores
- Trailer-mounted equipment cache available through the Ohio Fire Marshall
- Helicopters and K-9's from Buckeye Search and Rescue for live victim and cadaver searches



The diagram above depicts how ESF #9 gathers information and shares it within the EOC. ESF #9 would work with its Supporting Agencies and other partners (gray circles) to monitor impacts to the county. Information should be shared with other ESFs in the Operations Coordination Section. The Operations Coordination Section Chief will ensure the information is also shared with the Planning Coordination Section (ESF #5).

Mutual aid is a commonly used method of assistance during normal operations and during disasters. Hamilton County has a *Fire and EMS Mutual Aid Agreement* with nearly every jurisdiction in the County. This agreement allows for fire/emergency medical personnel and equipment to respond to another jurisdiction when an emergency arises that cannot be handled by one company, or when that company is already engaged in another emergency. Most jurisdictions also have mutual aid agreements with neighboring jurisdictions for assistance in the form of Memorandums of Understanding (MOUs) or Memorandums of Agreement (MOAs). It is the responsibility of ESF #9 to identify these mutual aid agreements and activate them during a disaster, as needed.

If it is determined that the scope of the incident will or has overwhelmed local, county, and mutual aid resources, the Hamilton County EOC will contact the Ohio EOC through the Ohio Watch Desk and inform them of the County's needs. The State will then deploy appropriate assets to fit the needs of the emergency.

FEMA's Core Capabilities

- **Mass Search and Rescue Operations** – ESF #9 conducts SAR operations to locate and rescue persons in distress through traditional and atypical SAR capabilities, including personnel, services, animals, and assets to survivors in need with the goal of saving the greatest number of endangered lives in the shortest time possible.
- **Fatality Management Services** – One of the responsibilities of USAR is the recovery of decedent remains. ESF #9 will coordinate these efforts with the Hamilton County Coroner and ESF #8 – Public Health & Healthcare Providers.
- **Situational Assessment** – Due to USAR teams being on-scene of an incident during a response, they have firsthand knowledge of the situation and can relay damage assessment and victim needs information to ESF #9. ESF #9 can then deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities within and outside of the affected area.

Command and Control

All fire departments in Hamilton County utilize the ICS structure for daily operations. In the event an incident requires SAR operations, a Rescue Branch may be established directly under the Incident Commander. The Rescue Branch will make decisions regarding the needs and status of SAR operations and relay information to the Incident Commander who has ultimate authority over the incident. The Hamilton County USAR Task Force integrates with the command system of the Authority Having Jurisdiction.

If SAR operations exceed the capabilities of the Hamilton County USAR Task Force, the Rescue Branch leader will make the request for additional assistance to ESF #9. ESF #9 may then call the Butler County Communications Center to request mutual aid from their Technical Rescue Team.

There are three separate channels on the Multi-Agency Radio Communications System (MARCS) network dedicated to USAR operations. These can be utilized for day-to-day events or when SAR activities expand beyond day-to-day capabilities.

A staging area for all incoming agencies to be involved in the SAR mission(s) should be established. When mutual aid or State provided resources are activated, the Incident Commander will insure that those resources are integrated into established ICS-based structures and operations. Each agency involved in the SAR mission(s) will maintain authority with its jurisdictional assets and relay "Situation Status Reports" to ESF #9.

All requests for mutual-aid support will be submitted through established channels. State-level SAR mutual-aid/support requests will be submitted and managed through the Ohio EOC. SAR resource requests that are made through the Emergency Management Assistance Compact (EMAC) will be processed through the Ohio EOC in cooperation with appropriate agencies.

Ohio's jurisdiction-based structural collapse search and rescue teams, including Hamilton County's USAR Task Force, are dispatched through the Ohio Fire Chiefs Association's Ohio Fire Service Emergency Response System. This system is activated through the HCCC. For deployment of Ohio's single Type I Urban Search and Rescue Force – Ohio Task Force 1 (OH-TF1) the County EOC can contact the Ohio Watch Office. OH-TF1 is available for deployment throughout the State with the approval of the Ohio Emergency Management Agency Executive Director.

OH-TF1's response capabilities include providing response personnel and resources for: structural collapse; wide-area searches in urban and water environments; response to searches and rescues in CBRNE environments; K-9s for both live victim and cadaver searches; engineers for building, bridge, and other structural assessments; logistics support for SAR missions as well as management of commodity receiving and distribution facilities; and communications and incident management support.

Additionally, there are several state agencies that may be deployed to assist in extreme disaster situations that may assist with SAR operations. These agencies and departments will only be activated under certain circumstances and should not be depended upon for all incidents.

- The Ohio National Guard, if activated, may provide additional personnel and resources including aviation assets, aerial survey platforms and global positioning systems, and emergency debris hauling.
- The Ohio State Highway Patrol may be deployed to provide additional law enforcement personnel and aviation assets.
- The Ohio Department of Natural Resources, State Parks & Watercraft division has waterborne assets that may be deployed to assist with swift water rescue and other waterborne SAR operations. They also have aviation assets and K-9 units that may be utilized.

Organization and Assignment of Responsibilities

Hamilton County Fire Chief's Urban Search & Rescue (USAR) Task Force has the primary responsibility for SAR functions in Hamilton County and will serve as the Coordinating Agency for this ESF.

Coordinating Agency Responsibilities

Hamilton County Fire Chief's Urban Search & Rescue (USAR) Task Force will:

1. Coordinate the activities of Supporting Agencies within ESF #9 to fulfill operational objectives.
2. Prioritize ESF #9 operational strategies in alignment with the EOC and on-scene objectives.
3. Direct the activities of ESF #9 in conjunction with assistance from ESFs at the local, State, and federal levels as applicable.
4. Collaborate with other Coordinating Agencies to ensure an effective response between ESFs.
5. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. EMHSA will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
6. Share ESF #9 activity information with appropriate EOC personnel, including the Planning Coordination Section Chief and ESF #5 to inform development of the Situation Report and Incident Action Plan.
7. Provide, as required, information on the availability of SAR equipment on a countywide or area specific basis.
8. Coordinate SAR related staffing to ensure that the function can be staffed across operational periods.
9. Coordinate with ESF #4 – Fire and EMS to receive medical assistance and transportation for victims.
10. Receive, manage, and track resource requests for ESF #9 in accordance with established

resource management procedures.

11. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination.
12. Assist in the development of the After-Action Report. This report is a detailed, written analysis of the strengths and weaknesses of county-level emergency response and short-term recovery activities based upon extensive research of the event and interviews with participating assessment, response, and short-term recovery personnel.

Supporting Agencies Responsibilities

Hamilton County Communications Center will:

1. Dispatch the Hamilton County USAR Task Force, if requested by the Incident Commander.
2. Contact the Northeast Communications Center to request the TF-1 water-based SAR team.
3. Activate Ohio Fire Chiefs Association’s Emergency Response System, if requested by ESF #9.
4. Inform the County EOC of areas with high call volume regarding trapped or missing individuals.

Hamilton County Emergency Management & Homeland Security Agency will:

1. Coordinate Rapid Needs Assessments to prioritize communities for SAR operations.

Hamilton County Engineer’s Office will:

1. Provide vehicles and crews to assist in debris removal and access to SAR mission(s) area(s).
2. Provide for the transportation of supplies and equipment to the affected area(s), if able.

Hamilton County Sheriff’s Office will:

1. Assist in SAR operations within capabilities.
2. Provide site security and access restrictions to areas upon request.
3. Ensure evidence collection is provided once a deceased person(s) is found.
4. Provide aviation assets to assist in aerial reconnaissance and other SAR activities as requested.

Loveland-Symmes Task Force One (TF-1) will:

1. Provide and coordinate personnel and equipment to support SAR operations as requested.
2. Provide ESF #9 a comprehensive list of deployable waterborne SAR assets.
3. Provide specially trained watercraft operators and watercraft equipment during SAR operations in aquatic environments.

Ohio Department of Natural Resources (ODNR) may:

1. Provide aviation assets, including fixed wing and rotary aircraft.
2. Provide trained personnel and watercraft resources for missions involving SAR in aquatic environments.
3. Provide assistance with swift water rescues, side-scan sonar, underwater video capabilities, night vision and thermal imaging equipment.
4. Provide a wide range of vehicles, including 4-wheel drive and all-terrain vehicles.
5. Provide K-9 units for assistance in searches.

Ohio National Guard, if activated, may:

1. Provide aerial reconnaissance/survey platforms and global positioning systems for accurately pinpointing locations and establishing SAR grids.
2. Provide both land and water-based helicopter rescue hoist capability.
3. Provide vehicles and crews to assist in debris removal and access to SAR mission(s) area(s).

Ohio State Highway Patrol may:

1. Provide additional law enforcement personnel.
2. Provide aviation assets, including fixed wing and rotary aircraft.
3. Assist with site security as requested.

Ohio Task Force One (OH-TF1) will:

1. Assist with SAR operations within Hamilton County, if activated by the State of Ohio.
2. Provide Type I SAR Team-level personnel and resources to respond to structural collapse, wide-area land, K-9, urban, water and aerial searches.
3. Provide subject matter experts as liaisons to city and county incident management personnel and local incident commanders regarding disaster SAR operations, planning, and support.

References

Hamilton County Fire Chief's Association. (2015). *Fire EMS Mutual Aid Agreement*.

Ohio Emergency Management Agency. (2019). *State of Ohio Emergency Operations Plan; Emergency Support Function #9 – Search and Rescue*. Retrieved from https://ema.ohio.gov/EOP_Overview.aspx



Annex J: Emergency Support Function #10 – Hazardous Materials

October 2023

Coordinating Agency:

Hamilton County Local Emergency Planning Committee

Supporting Agencies:

Hamilton County Communications Center
Hamilton County Environmental Services
Hamilton County Public Health
City of Cincinnati Emergency Communications Center
City of Cincinnati Fire Department
Greater Cincinnati Hazardous Materials Unit
Ohio Environmental Protection Agency
Ohio River Valley Water Sanitation Commission
U.S. Coast Guard
U.S. Environmental Protection Agency

Introduction

Purpose

The purpose of Emergency Support Function (ESF) #10 – Hazardous Materials is to establish how activities related to hazardous materials and hazardous material incidents will be coordinated before, during, and after disasters to meet the emergency needs of Hamilton County, OH. This ESF describes the operational components as well as roles and responsibilities of the agencies necessary to fulfill the duties of ESF #10.

Scope

ESF #10 serves to provide assistance to local jurisdictions in Hamilton County by providing subject matter expertise and information regarding hazardous materials in Hamilton County, as well as supporting the response to and recovery from hazardous materials incidents.

Activities of ESF #10 include coordinating with facility sites and transportation operators, providing subject matter expertise in support of operations in the field, conducting real-time hazard analyses, calculation of initial isolation and protective action distances, plume modeling, coordinating air monitoring operations, and identifying other hazardous materials incident resources in support of the Logistics Coordination Section and Incident Command.

Situation

In addition to the Hamilton County Emergency Operations Plan (EOP) Basic Plan, there is a Hazard Specific Annex (HSA) for Hazardous Material Incidents (Annex P). The Hazardous Materials Incident HSA provides more specific response and recovery information as it relates to operations in the field. The HSA includes site-specific information and hazard analyses, and per Section 149.433 of the Ohio Revised Code is exempt from public records request.

This ESF annex is based on the following information:

- The 2019 Hamilton County Threat & Hazard Identification and Risk Assessment (THIRA) has identified Hazardous Material Incidents as one of the hazards that could affect Hamilton County.

- In addition to being a standalone hazard, a hazardous material incident could be a cascading hazard as a result of another hazard (e.g., Tornado).
- Businesses manufacturing, utilizing, or storing hazardous chemicals are subject to the requirements of the federal Emergency Planning and Community Right to Know Act (EPCRA) and similar laws in the State of Ohio. If chemical inventories exceed reporting thresholds established in these laws, the facilities are required to report the presence of these chemicals to the State of Ohio, Hamilton County LEPC, and the local jurisdiction fire department. Safety Data Sheets (SDS) for each chemical must be also provided to the LEPC and the local jurisdiction fire department. Annual chemical inventory reports, commonly known as Tier II Reports, contain facility identification information, contact information, and the quantities of hazardous chemicals on-site for the reporting year.
- For the calendar year 2022 chemical inventory reporting, there are **654 sites reporting hazardous chemicals** in Hamilton County. Of those, **331 have Extremely Hazardous Substances (EHS)** as defined by the U.S. EPA. Sites containing hazardous materials are required to report per Title III of the Superfund Amendments and Reauthorization Act (SARA). The list of facilities is maintained by the Hamilton County LEPC.
- There are ten (10) state routes, six (6) U.S. routes, and five (5) Interstate Highways in Hamilton County.
- There are seven (7) railroads that operate within Hamilton County. Of those seven, six transport hazardous materials:
 - Central Railroad Company of Indiana
 - Cincinnati Eastern Railroad
 - CSX Transportation
 - Indiana & Ohio Railway Company
 - Norfolk Southern Railway
 - Indiana Eastern Railroad
- There are five (5) pipeline operators in Hamilton County:
 - BP Pipelines North America
 - Duke Energy
 - Enterprise Products Operating, LLC
 - Mid-Valley Pipeline Company
 - Texas Gas Transmission, LLC
- The United States Department of Transportation (U.S. DOT), Pipeline and Hazardous Materials Safety Administration (PHMSA) maintains safety authority over liquid pipelines and all interstate pipelines in the State.
- There are two Type I Hazardous Material Response (HazMat) Teams within Hamilton County, as verified by the Ohio Hazardous Materials Technical Advisory Committee. These two teams are the Greater Cincinnati Hazardous Materials Unit (GCHMU) and the City of Cincinnati Fire Department (CFD). Additional details about team typing can be found in the Annex P: Hazard Specific Annex for Hazardous Materials Response.

Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends. The following assumptions were made as consideration for ESF #10:

- All responding agencies will be trained in accordance with OSHA 1910.120 Hazardous Waste Operations and Emergency Response Standard (HAZWOPER), which describes minimum levels of emergency responder skills, knowledge, and functional levels to meet health and safety requirements for response to a hazardous materials incident. Additionally, first responders will follow the guidance provide in NFPA 470, which defines competencies for personnel responding to hazardous materials emergencies. Training is available through a variety of sources and is managed by the individual teams, in coordination with the Hamilton County LEPC.
- First responders (e.g., HazMat Teams, EMS agencies, law enforcement agencies, as well as other local agencies with hazardous materials support responsibilities such as public works departments) maintain procedures, protocols and guidelines specifying the appropriate specialized personnel protective equipment requirements and response actions for incidents involving hazardous materials.
- Emergency response personnel maintain ongoing communication with the facilities subject to EPCRA in their communities manufacturing, utilizing, or storing hazardous materials. Emergency response personnel and the facilities will work to ensure coordination before, during, and after the incident.
- Facilities subject to EPCRA and State of Ohio Laws will submit Safety Data Sheets (SDS), annual chemical reporting, and emergency plans (when necessary) to the State of Ohio, Hamilton County LEPC, and local jurisdiction fire departments. The submissions will be made in a timely manner and in accordance with the specific requirements of these laws.
- When needed, evidence collection and the gathering of data will be handled by appropriate agencies, such as local law enforcement, local health departments, the Ohio National Guard 52nd Civil Support Team, and the FBI in a CBRNE incident.
- In major incidents, state and federal resources will be available to assist jurisdictions in augmenting local and regional capabilities, but their availability may not be immediate.
- Evacuation or sheltering-in-place may be required to protect portions of Hamilton County during a hazardous materials incident.
- Victims of a hazardous materials incident may require unique or special medical treatment.
- The release of hazardous materials may have short and/or long-term health, environmental and economic effects depending upon the type of product.
- Hazardous materials incidents may occur without warning, requiring immediate emergency response actions.
- Agricultural chemicals such as pesticides and fertilizers can pose a threat to the environment if used improperly or if there is a release.
- Hazardous materials and wastes in large quantities and varieties can be found in residences. Home businesses can use hazardous materials and generate hazardous waste that is unknown to regulatory agencies. Illegal activities using hazardous materials such as drug labs can be found in residences.

Concept of Operations

ESF #10 consists of four broad activities in relation to the Hamilton County EOP. These activities are:

ESF #10 Activities	
1.	Coordinating with Facility Sites and Transportation Operators
2.	Providing Subject Matter Expertise to Support Response Operations
3.	Conducting Hazard Analyses, Calculation of Initial Isolation and Protective Action Distances, and Plume Modeling
4.	Coordinating Air Monitoring Operations

Coordinating with Facility Sites and Transportation Operators

The Hamilton County LEPC maintains the chemical reporting documents (SDS & Tier II Reports) submitted by facility sites in Hamilton County. This information is available to all fire departments within Hamilton County and is maintained on multiple platforms including CAMEO/ALOHA/MARPLOT, PEAC-WEB, PEAC-WMD, and Google Earth. These platforms allow the data to be accessed by first responders operating in the field.

During an activation of the Hamilton County EOC, ESF #10 can utilize this information to identify and contact facility sites that are threatened by different hazards. ESF #10 can be tasked with notifying facility sites and relaying information about hazards that may affect their operations. The database maintained by the LEPC can also be utilized to gather information from facility sites regarding the disaster, including chemical-specific information during a spill or release. This information can be directly shared with Incident Command or HazMat teams in the field if contact with the facility is not already made.

ESF #10 can also be asked to coordinate with shippers who are transporting hazardous materials through Hamilton County. In the event of a hazardous materials incident involving a shipper, more information regarding the spill or release may be needed than is available on scene. Incident Command and HazMat teams in the field may request ESF #10 to coordinate with those responsible for the transportation and gather additional information.

If the incident requires the notification or coordination with sites outside of Hamilton County, ESF #10 will have the responsibility of ensuring that the information is shared with the appropriate partners.

Providing Subject Matter Expertise to Support Response Operations

Hazardous materials incidents can be a cascading hazard that results from many other hazards. As such, ESF #10 may need to serve in an advisory capacity, providing subject matter expertise to other aspects of the response.

When any hazard results in displaced individuals or households being potentially exposed to hazardous materials or other harmful substances, ESF #10 may need to work with ESF #6 – Mass Care and ESF #8 – Public Health & Medical Services to advise on proper procedures for decontaminating individuals. Individuals may need to be decontaminated before entering emergency shelters or other health facilities. Likewise, ESF #10 may be requested to advise ESF #11 – Animals & Agriculture on how best to decontaminate animals before they enter emergency animal shelters or other facilities.

ESF #10 may also provide subject matter expertise on the proper methods for removing, transporting, and disposing of debris that contains hazardous materials, or has been exposed to hazardous materials as a result of the incident. ESF #10 will work to ensure that any debris containing hazardous materials is transported in accordance with the Hamilton County Debris Management Plan.

Within the EOC, ESF #10 can support the Logistics Support Section multiple ways. ESF #10 can recommend resources that can support the HazMat teams in the field to the Logistics Support Section, including those resources that are outside Hamilton County. ESF #10 can reach out to other regional HazMat teams on behalf of the Logistics Support Section to support response operations. Lastly, ESF #10 can advise the Logistics Support Section in the EOC and any Logistics Sections in the field on the proper procedure for decontaminating response equipment in the field.

Conducting Hazard Analyses, Calculation of Initial Isolation and Protective Action Distances, and Plume Modeling

Due to its location at the EOC and given the information available, ESF #10 can best support response operations by providing more in-depth hazard analysis than is available in the field. ESF #10 can utilize CAMEO/ALOHA/MARPLOT, PEAC-WEB, PEAC-WMD, and information gathered from both field operations and partners within the EOC to generate more detailed hazard analyses. These analyses can include both initial protective actions near the site of the spill or release, as well as plume models.

Plume models can be generated by various resources available to ESF #10. If the hazardous material is airborne, ALOHA/MARPLOT, and PEAC-WMD can create an air plume model using real-time information that can outline not only what the predicted path of the plume is, but also which critical infrastructure and populations may be affected. ESF #10 can also contact FEMA's Interagency Modeling and Atmospheric Center (IMAAC). IMAAC provides free expert modeling of CBRNE and hazardous materials incidents.

Information can then be relayed to ESF #15 for Emergency Public Notification. Appropriate population protective messaging will be sent out based on the modeling results.

In addition, ESF #10, in coordination with the Ohio River Valley Water Sanitation Commission (ORSANCO), can produce water plume modeling for hazardous materials released in the Ohio River.

Coordinating Air Monitoring Operations

In conjunction with plume modeling, ESF #10 can also coordinate air monitoring of the potentially affected areas. Air monitoring is performed to aid in hazard assessment and to ensure a safe atmosphere for the public, responders and the environment.

Airborne contaminants can present a significant threat to the health and safety of both the public and first responders. Identification and quantification of these contaminants through air monitoring is an essential component of maintaining situational awareness and informing appropriate environmental response actions. Understanding airborne contaminants will allow first responders to select the appropriate personal protective equipment, delineate areas where protection is needed, and assess the potential health effects of exposure.

Organization and Assignment of Responsibilities

The Hamilton County LEPC has the primary responsibility for the hazardous materials functions in Hamilton County. The LEPC will serve as the Coordinating Agency for this ESF.

Coordinating Agency Responsibilities

Hamilton County LEPC will:

1. Coordinate the activities of Support Agencies within ESF #10 to fulfill operational objectives.
2. Direct the activities of the ESF #10 in conjunction with assistance from ESFs at the local, State, or Federal levels as applicable.
3. Collaborate with other Coordinating Agencies to ensure an effective response between ESFs.
4. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. The Hamilton County EMHSA will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
5. Develop and train all staff responsible for implementing ESF #10 on standard operating procedures.
6. Share ESF #10 activity information with appropriate EOC personnel.
7. Prioritize ESF #10 operational strategies in alignment with the EOC and on scene objectives.

8. Establish and maintain operational awareness of hazardous materials activities through direct communication links with hazmat units in the field.
9. Maintain chemical reporting documents for all facilities in Hamilton County that manufacture, utilize, or store hazardous chemicals.
10. Maintain CAMEO/ALOHA/MARPLOT, PEAC-WEB, PEAC-WMD, and Google Earth databases current for use of first responders.
11. Utilize information from the field to generate hazard analyses, calculate initial isolation and protective action distances, and generate plume models in support of first responders.
12. Coordinate with facility sites and transportation operators upon the request of Incident Command.
13. Conduct hazardous materials disaster impact and needs assessments.
14. Receive, manage, and track resource requests for ESF #10 in accordance with established resource management procedures.
15. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination.
16. Assist in the development of the After-Action Report. This report is a detailed, written analysis of the strengths and weaknesses of county-level emergency response and short-term recovery activities based upon extensive research of the event and interviews with participating assessment, response, and short-term recovery personnel.

Supporting Agencies Responsibilities

Hamilton County Communications Center will:

1. Routinely document and share information with the Coordinating Agency when hazardous materials incidents occur within Hamilton County (excluding the City of Cincinnati).

Hamilton County Environmental Services will:

1. Routinely monitor air quality in Hamilton County.
2. Coordinate with partner agencies to facilitate air monitoring operations near the site of hazardous material releases or spills. The air monitoring may be performed by:
 - a. Hazardous materials teams
 - b. HCDOES personnel
 - c. Local health departments
 - d. Ohio EPA or U.S. EPA resources
 - e. Private contractors
3. Issue Air Quality advisories if there are potential issues in air quality that are considered Unhealthy for Sensitive Groups.
4. Advise on the removal of hazardous materials or potentially contaminated materials during debris removal operations.

Hamilton County Public Health will:

1. Conduct and coordinate public health assessments of conditions in the communities affected by hazardous materials incidents and, where possible, determine where health problems could occur.
2. Maintain on-going public health surveillance of affected communities in order to rapidly identify and address public health-related problems.
3. Provide and coordinate public health and medical advisories.
4. Provide subject matter expert expertise, if requested, related to ensuring the control, environmental monitoring and assessment, clean-up, and disposal of any hazardous waste emergency to protect the health and welfare of Hamilton County residents and the environment.
5. Coordinate situations if isolation and/or quarantine of individuals or households are necessary.
6. Coordinate with ESF #15 – Emergency Public Information to include information regarding the effects of hazardous material spills or releases on humans and animals.

City of Cincinnati Emergency Communications Center will:

1. Routinely document and share information with the Coordinating Agency when hazardous materials incidents occur within the City of Cincinnati.

City of Cincinnati Fire Department:

1. May provide personnel to support/staff 24-hour operations at the Hamilton County EOC. Maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
2. May provide personnel from the City of Cincinnati ESF #10 to concurrently serve as the Hamilton County ESF #10 Coordinating Agency.
3. Will relay information from the HazMat Unit in the field to the Coordinating Agency regarding on scene information, response objectives, and current and potential resources.

Greater Cincinnati Hazardous Materials Unit will:

1. Relay information from the HazMat Unit in the field to the Coordinating Agency regarding on-scene information, response objectives, and current and potential resources.

Ohio Environmental Protection Agency will:

1. Coordinate with local first responders to provide subject matter expertise in support of hazardous material incidents.
2. Provide an On-Scene Coordinator (OSC) to provide guidance to first responders, hazardous materials teams, and remediation contractors.
3. Maintain a spill, release, or environmental crime reporting hotline for the State of Ohio.

Ohio River Valley Water Sanitation Commission (ORSANCO) will:

1. Assist in creating water plume models for hazardous materials released into the Ohio River.
2. Notify partners along the Ohio River of hazardous materials releases and ongoing actions.

National Response Center will:

1. Serve as the designated federal point of contact for reporting all oil, chemical, radiological, biological, and etiological discharges into the environment anywhere in the United States. Notification of the NRC triggers a comprehensive federal, state, and local notification system.

U.S. Coast Guard Marine Safety Detachment – Cincinnati will:

1. Inspect commercial vehicles transporting hazardous materials on the Ohio River.
2. Coordinate and investigate hazardous material incidents on the Ohio River.

U.S. Environmental Protection Agency Emergency Response Branch will:

1. Coordinate with local first responders to provide subject matter expertise in support of hazardous material incidents and Incident Command System (ICS).
2. Provide a Federal On-Scene Coordinator (FOSC) for hazardous material and oil response incidents under the authority of the National Contingency Plan (NCP). The pre-designated US EPA Region 5 FOSC for Hamilton County is Steve Renninger (513-260-7849).
3. Provide removal action assistance at hazardous material incidents and sites under Superfund authority. Examples include: chemical spills, abandoned drum sites, plating facilities, large mercury spills, and vapor intrusion.
4. Provide chemical air monitoring assistance to the local Incident Commander to assist in the decision of Shelter in Place or evacuation.
5. Provide radiation monitoring assistance to the local Incident Commander.
6. Provide air modeling assistance.
7. Provide air monitoring and sampling assistance to confirm cleanup criteria.

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Annex K: Emergency Support Function #11 – Animals & Agriculture

August 2018

Coordinating Agency

Hamilton County Soil & Water Conservation District

Supporting Agencies

Hamilton County Auditor's Office
Hamilton County Public Health
Cincinnati Animal CARE Humane Society
Cincinnati Veterinary Medical Association
Ohio State University Extension
Tri-State County Animal Response Team (CART)

Introduction

Purpose

The purpose of Emergency Support Function (ESF) #11 – Animals & Agriculture is to establish how activities related to animals and agricultural concerns will be coordinated during and after disasters to meet the emergency needs of Hamilton County, OH. This ESF describes the operational components as well as roles and responsibilities of the agencies necessary to fulfill the duties of ESF #11.

Scope

Emergency Support Function #11 – Animals & Agriculture serves to coordinate activities related to animal and agricultural welfare in Hamilton County during the response and recovery phases of the emergency management cycle. During and shortly after the incident, ESF #11 is responsible for providing for the safety and well-being of domesticated animals including livestock; responding to economically significant losses to livestock or crops; and the coordination of animal care resources in the Hamilton County Emergency Operations Center (EOC) and in support of Incident Command as requested.

Activities of ESF #11 include the identification and support of emergency animal shelters, coordination of animal reunification, monitoring and assessment of animals for diseases, monitoring and assessment of impacts to natural resources, and coordinating the response to economically significant losses to livestock or crops.

Situation

In addition to the Hamilton County Emergency Operations Plan (EOP) Basic Plan, this annex is based on the following information:

- For the purposes of this annex, the term "domesticated animals" includes household pets and livestock but does not include any dangerous wild animals and snakes as defined by the Ohio Revised Code Chapter 935: Possession of Wild Animals and Snakes.
- Per the Hamilton County Auditor's Office, there are just under 43,000 dogs registered in Hamilton County. The Auditor's Office does not believe this represents all the dogs in Hamilton County.
- As of the 2017 United States Department of Agriculture Census, the most recent data available:
 - There are 318 farms in Hamilton County with a total land area of 17,970 acres.

- There are 987 cattle and calves, 1,145 layers, and 1,223 horses and ponies, and an unknown number of chickens and turkeys.
- The total annual market value for crops & livestock sold by Hamilton County is \$23,037,000.

Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends. The following assumptions were made as consideration for ESF #11 – Animals & Agriculture:

- Disasters occurring have the potential to affect domestic and non-domestic animals, crops, livestock, and food supplies.
- Disasters may create natural resource issues such as potential contamination of the water and/or soil, as well as plants and animal life.
- Veterinary hospitals in the immediate and surrounding areas will serve as primary medical facilities.
- Successful management of animal care during an emergency improves citizen cooperation with evacuation directives and lessens the chance of disease transmission to humans.
- Each animal shelter will identify resources for potable water, food, medical, cleaning, and shelter supplies in advance of an emergency.
- Specially trained assistance would be needed to assist with the capture, containment, and treatment of animals whenever necessary.

Concept of Operations

ESF #11 – Animals & Agriculture consists of five broad activities in relation to the Hamilton County Emergency Operations Plan. These activities are:

ESF #11 Activities	
1.	Identifying and Supporting Emergency Animal Shelters
2.	Coordinating Animal Reunification
3.	Monitoring and Assessing Animals for Diseases
4.	Monitoring and Assessing the Impacts to Natural Resources
5.	Coordinating the Response to Economically Significant Losses to Livestock or Crops

Identifying and Supporting Emergency Animal Shelters

Displaced individuals and households who are forced to evacuate from their home should take reasonable steps to shelter and provide for animals under their care however, this may not always be the case. Often times displaced persons will bring their domesticated animals with them when they evacuate.

As outlined in ESF #6 – Mass Care, some displaced individuals and households may require emergency shelters. However, these shelters cannot accommodate domesticated animals, only service animals in accordance with the Americans with Disabilities Act. Other domesticated animals will still require sheltering. This need can be fulfilled through the establishment of emergency animal shelters.

An emergency animal shelter, as used in this ESF, is any shelter established to care for displaced domesticated animals. Much like emergency shelters are for displaced individuals and households, emergency animal shelters exist to ensure that animals that have been displaced have a safe location that meets their most basic needs.

Upon notification that there are displaced animals in need of shelter, one of the first and most important responsibilities of ESF #11 is to identify the location of potential emergency animal shelters. Emergency animal shelters may be established at existing animal shelters, such as those owned by nonprofit organizations within Hamilton County. If the number of displaced animals is small, it may make more sense logistically to have displaced animals transported to existing shelters rather than attempting to establish a new emergency animal shelter somewhere else. Existing animal shelters will care for displaced animals per their normal standard operating procedures.

If ESF #6 is working with its Supporting Agencies on developing an emergency shelter, ESF #11 should work closely with ESF #6 to determine if an emergency animal shelter can be co-located with the emergency shelter, or if one can be established in close proximity. Displaced individuals and households will be more comfortable if their domesticated animals are close by where they can visit them. In addition, having the owners located close to the animals means the owners can assist in caring for their animals.

When establishing emergency animal shelters, ESF #11 should work to ensure that the agency establishing the shelter is following the *Guidelines for Standards of Care in Animal Shelters* as written by the Association of Shelter Veterinarians as well as other best practices. Emergency animal shelters will require running water, adequate lighting, proper ventilation, and where possible, backup power.

Once the emergency animal shelter is established, it is the responsibility of ESF #11 to work with its Coordinating Agencies and other partners to support the needs of the shelter. This includes ensuring the animals have adequate food and water, are given adequate space and time to exercise and be active and are safe from one another. In addition, emergency animal shelters should have some veterinary care available onsite, both to offer oversight on the health and wellbeing of the animals, as well as to consult with first responders on injuries from frightened or aggressive animals and possible disease transmissions. ESF #11 can work with the Logistics Coordination Section of the EOC to obtain necessary resources in support of this mission.

ESF #11 should also support service animals in emergency shelters by providing the same level of support and material resources, including access to medical care. ESF #11 should work with ESF #6 to identify any service animals in those shelters.

Animals that are brought to the emergency animal shelter should be registered with their owner's contact information and as much medical information as can be provided (i.e. current rabies vaccinations, etc.). Animal owners may also bring supplies for their pets, which should be utilized when possible. Any animals that arrive at the emergency animal shelter showing signs of neglect or abuse will be investigated by the humane agent in Hamilton County.

ESF #11 should work with ESF #13 – Law Enforcement, to coordinate the physical security of each emergency animal shelter.

Coordinating Animal Reunification

Some animals that arrive at emergency animal shelters may not be brought in by their owners. Some animals will be brought by specialized teams of animal retrieval specialists who rescue the animals from hazardous areas in the County. Others may be domesticated animals who are separated from their owners due to the disaster and are brought in by well-intentioned individuals.

The agency tasked with managing the emergency animal shelter will work with ESF #11 to ensure the appropriate resources are utilized to identify the animals and reunite them with their owners. This includes working with ESF #6 to identify any displaced individuals or households who have lost their domesticated animals. Some resources available may include the Hamilton County Auditor's pet licensing information as well as microchips embedded in the animals.

Any unclaimed animals remaining in the emergency animal shelter after the shelter has been closed will be taken to established animal shelters within Hamilton County so continued attempts at reunification can be made.

Monitoring and Assessing Animals for Diseases

Animals at emergency animal shelters should be monitoring for any potential illnesses or diseases. ESF #11 will be responsible for coordinating the response to any illness or disease that poses a risk to the health of the animals. ESF #11 will coordinate with ESF #8 – Public Health & Healthcare Facilities regarding the response to any zoonotic diseases, those illnesses that may be transmitted from animals to people. Animals showing signs of illness, injury, or aggression may be transported to an alternate facility including an animal shelter or a veterinary clinic.

Diseases may appear in domesticated and wild animals in locations other than emergency animal shelters. Those agencies that are normally responsible for monitoring and reporting zoonotic diseases should continue to do so as outlined in the *Ohio Animal and Zoonotic Disease Reporting Reference*. During a disaster, ESF #11 should coordinate with its Supporting Agencies to ensure all agencies involved in animal care are aware and following proper reporting procedures.

Monitoring and Assessing the Impacts to Natural Resources

Within Hamilton County, the Soil & Water Conservation District is the legal subdivision responsible for the conservation of natural resources. The definition of natural resources is broad and includes everything from forest to aquatic resources, from animal to microbial resources, from edaphic to crop resources. The Soil & Water conservation district focuses on soil and water resources and assists landowners with planning and applying conservation practices on land.

FEMA's Core Capabilities – ESF #11

- [Natural and Cultural Resources](#) – Protect natural and cultural resources and historic properties through appropriate planning, mitigation, response, and recovery actions to preserve, conserve, rehabilitate, and restore them consistent with post-disaster community priorities and best practices and in compliance with applicable environmental and historic preservation laws and Executive orders. Though this Core Capability is in the Recovery Mission Area, ESF #11 should begin to address the impacts to natural resources, which will enhance the recovery efforts outlined in the *Hamilton County Disaster Recovery Framework*.

Follow a disaster, many of the natural resources in Hamilton County may be affected or compromised. ESF #11 and its partner agencies will monitor and assess any potential impacts to natural resources. Hamilton County Soil & Water will act as the Subject Matter Expert on determining the impacts and what response and recovery actions can be undertaken. Soil & Water Conservation will work closely with other ESF #11 Supporting Agencies and state

partners like the Ohio Department of Agriculture to determine what are the best steps to preserve, conserve, rehabilitate, recover and restore natural resource.

Coordinating the Response to Economically Significant Losses to Livestock or Crops

Though the agricultural sectors of Hamilton County are smaller than other components of the economy, the importance of agriculture to many residents of Hamilton County cannot be understated. For some of the more rural areas of Hamilton County, the biggest impact of disasters may be losses of livestock or crops due to damage from the hazards, diseases, or pests.

ESF #11 is tasked with coordinating the response livestock or crop losses that have a significant economic impact on the county. This includes working with impacted farmers to identify the cause of livestock or crop loss (if unknown) and working with partner agencies to identify potential resources to assist in the

recovery. The Ohio State University Extension has an office in Hamilton County and can work with farmers to identify best practices for replacing losses.

Organization and Assignment of Responsibilities

Hamilton County Soil & Water has the primary responsibility for the animals and agriculture function in Hamilton County. SPCA Cincinnati will serve as the coordinating agency for this ESF.

Coordinating Agency Responsibilities

Hamilton County Soil & Water Conservation District will:

1. Coordinate the activities of Support Agencies within ESF #11 to fulfill operational objectives.
2. Direct the activities of the ESF #11 in conjunction with assistance from ESFs at the local, State, or Federal levels as applicable.
3. Collaborate with other Coordinating Agencies to ensure an effective response between ESFs.
4. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. The Hamilton County EMHSA will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
5. Develop and train all staff responsible for implementing ESF #11 on standard operating procedures.
6. Share ESF #11 activity information with appropriate EOC personnel.
7. Prioritize ESF #11 operational strategies in alignment with the EOC and on scene objectives.
8. Assess and evaluate the impacts of disasters on the natural resources in Hamilton County.
9. Receive, manage, and track resource requests for ESF #11 in accordance with established resource management procedures.
10. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination.
11. Assist in the development of the After-Action Report. This report is a detailed, written analysis of the strengths and weaknesses of county-level emergency response and short-term recovery activities based upon extensive research of the event and interviews with participating assessment, response, and short-term recovery personnel.

Supporting Agencies Responsibilities

Hamilton County Auditor's Office will:

1. Utilize the Auditor's database of licensed dogs to assist in reuniting lost animals with their owner.

Hamilton County Public Health will:

1. Assist in the investigation of animal bites with regard to rabies quarantine, and provision of post-exposure rabies prophylaxis to rescue personnel, if not available through regular medical services.
2. Conduct disease surveillance in animals to monitor for indications of a biological outbreak.
3. Provide subject matter expertise to a local response involving vector-borne or zoonotic disease outbreak.
4. Coordinate the disposal of deceased animals that may impact public health.
5. Consult with the appropriate state agencies in order to test and/or coordinate disposal of contaminated food, livestock and agricultural products.
6. Consult with the appropriate state agencies in order to coordinate food inspections, investigations and advisories.
7. Coordinate with the Ohio Department of Health and the Ohio Department of Agriculture to establish the process for emergency food inspections and distribution.
8. Coordinate with the Ohio Department of Health to provide health and medical advisories, recalls, and news releases; and health and medical-related information to the public as it relates to the consumption of food.
9. Coordinate with ESF #15 to provide public information regarding food safety and agricultural/animal safety.

Cincinnati Animal CARE Humane Society will:

1. Maintain contact with emergency animal shelters to coordinate ongoing operations and identify potential resource needs.
2. Oversee animal reunification operations in coordination with Supporting Agencies.
3. Ensure all appropriate and proper protocols are followed in all established emergency animal shelters.
4. Coordinate with ESF #6 to identify emergency animal shelter locations that are co-located or in close proximity to Emergency Shelters.
5. Receive, manage, & track resource requests for ESF #11 in accordance with established resource management procedures.
6. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination.
7. Ensure all Supporting Agencies are following appropriate procedures for reporting animal and zoonotic diseases.
8. Assist in the development of the After Action Report. This report is a detailed, written analysis of the strengths and weaknesses of county-level emergency response and short-term recovery activities based upon extensive research of the event and interviews with participating assessment, response, and short-term recovery personnel.

Cincinnati Veterinary Medical Association will:

1. Forward requests for personnel and resource support in emergency animal shelters to association members.
2. Forward requests to veterinary clinics if animals at emergency animal shelters are in need of more advanced medical care and need to be relocated.

Ohio State University Extension will:

1. Assist in conducting agricultural assessments of impact areas to determine agricultural needs and priorities.
2. Report any issues affecting food processing plants, fertilizer storage, and grain storage and processing.
3. Provide logistical support to farm bureau personnel in the impact areas.
4. Coordinate with ESF #15 to provide public information regarding agricultural advisories.

Tri-State County Animal Response Team (CART) will:

1. Assist in identifying and setting up emergency animal sheltering locations.
2. Assist in the care of domesticated animals in emergency animal shelters.
3. Support the acquisition of emergency animal sheltering supplies, including fences, crates, food bowls, litter boxes, etc. from private sector and nonprofit partners.
4. Coordinate animal volunteers to assist in emergency animal sheltering locations.
5. Work with emergency animal shelters to identify and track domesticated animals.
6. Assist in the rescue and recovery of animals from the impacted areas.

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Annex L: Emergency Support Function #12 – Energy

November 2020

Coordinating Agency

Hamilton County Engineer's Office

Supporting Agencies

Hamilton County Environmental Services

Hamilton County Facilities

Hamilton County Sheriff's Office

Duke Energy

Introduction

Purpose

The purpose of Emergency Support Function (ESF) #12 – Energy is to establish how activities related to emergency utility services will be coordinated during and after disasters to meet the emergency needs of Hamilton County, OH. This ESF describes the operational components as well as roles and responsibilities of the agencies necessary to fulfill the duties of ESF #12.

Scope

ESF #12 serves to coordinate activities related to energy in Hamilton County during the response and recovery phases of the emergency management cycle. During and shortly after the incident, ESF #12 is responsible for the assessment of damages to energy infrastructure, the development of alternate energy sources, and the identification of potential energy resources in support of Logistics Coordination Support Section in the Hamilton County Emergency Operations Center (EOC) and in support of Incident Command as requested.

Activities of ESF #12 include providing information for county-level assessment, response and recovery operations related to fuel shortages, power outages, transmission /distribution problems, and capacity shortages that may impact Hamilton County citizens during disasters. ESF #12 also provides information available on the transportation of fuel, sources for the provision of emergency power to support immediate response operations and the restoration of normal energy supplies to energy-affected communities. ESF #12 coordinates and supports county wide utility resources in response and recovery efforts of local governments and other ESFs. ESF #12 helps utility suppliers coordinate resources and supplies public information. ESF #12 collects, evaluates, and shares information on energy system damage and estimations on the impact of energy system outages within affected areas. Additionally, ESF #12 provides information concerning the energy restoration process such as projected schedules, percent completion of restoration, and geographic information on the restoration.

Depending upon the requirements of the disaster, ESF #12 may also address the following:

1. Liaison with councils and associations representing energy providers. Assessing energy system damage, energy supply, energy demand and restoration needs of investor-owned energy systems.
2. Assisting local, county, and state emergency organizations in identifying energy needed for emergency operations with businesses that provide/offer such products.
3. Recommending actions to save energy.
4. Coordination with local, county, state, and federal ESF #12 in providing energy information and conservation guidance.

5. Relaying energy industry policies for energy restoration priorities.

Situation

Energy shortages may be the result of the following conditions:

1. Generation capacity shortfalls, which can be the result of extreme weather conditions, such as tornadoes, floods, blizzards, and severe storms.
2. Generation capacity shortfalls due to unusually high demand or unplanned generating outages.
3. Interruptions in the supply of natural gas, petroleum fuels, propane, heating oil, and coal may result from natural hazards, strikes, explosions, terrorism or international embargoes.

Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends. The following assumptions were made as consideration for ESF #12 – Energy:

- During disasters, generating capacity may fall below customer demand.
- Hazardous conditions may delay energy system restorations.
- Communications and traffic signals may be affected by power failures, affecting public health and safety services, logistics and overall response to the disaster site.
- There may be hoarding of fuel if the public perceives prolonged energy scarcities.
- Water pressure systems may be low or zero, affecting facilities essential to health and safety.
- Damaged areas may not be readily accessible.
- All major utilities will have service outages.
- In the first hours after a disaster, all available portable generators will be committed, and additional resources will be needed. These additional resources will need to be prioritized and possibly shared between agencies.

Concept of Operations

Emergency Support Function (ESF) #12 – Energy consists of four broad activities in relation to the Hamilton County Emergency Operations Plan. These activities are:

ESF #12 Activities	
1.	Assess and Provide Information on Impacts to Energy Sector
2.	Provides Information on Transportation and Sources of Fuel
3.	Assists Utility Suppliers Coordinate Resources and Supply the Public
4.	Facilitates Information Sharing with External Utility Providers

Overview

1. The Hamilton County Engineer’s Office is responsible for activating ESF #12 and will be the Coordinating Agency. Primary and Support Agencies for ESF #12 will coordinate with each other in the Hamilton County ROC and/or the Disaster Field Office (DFO) to ensure the most effective use of personnel and equipment.
2. ESF #12 personnel will begin communications with the local utilities and notification of additional personnel for situation monitoring and staging of resources and personnel.

3. Each agency will assist ESF #15 — Public Information with providing public advisories to conserve energy, energy outages and other issues will be provided for dissemination utilizing all available means.
4. In the ROC, ESF #12 will establish contact, when necessary, and maintain on-going communications with energy generators, suppliers, transporters, and related organizations in order to obtain information about damage assessment, repair problems, repair schedules and response activities with respect to energy in the disaster area.
 - a. ESF #12 will identify, when necessary, energy-related programs, logistical support, resource support, and coordination that could be provided by the county, state or by the federal ESF #12 agencies to facilitate recovery.
 - b. ESF #12 will identify, to the extent available, unmet energy needs of disaster victims and coordinate with ROC organizations and other county and state ESFs to address these needs.
 - c. ESF #12 will liaison with industry personnel at the disaster site as needed to conduct damage assessment, to coordinate with the state and/or federal ESF #12 agencies, to document needs of victims and provide intelligence from the disaster site in energy-related matters.
 - d. ESF #12 will document and inform ROC personnel of energy-related problems and requests for aid that have been received from energy suppliers and distributors and from county, state and local organizations in the disaster area.
 - e. ESF #12 will coordinate energy-related disaster information with the Hamilton County Public Information Officer (PIO) before release to the media.
 - f. Forecast energy needs based on current and future recovery activities.

Relationships between Levels of Government

1. Federal
 - a. Coordination with federal ESF #12 may occur in the Hamilton County ROC, Ohio EOC, at the site of the emergency and/or in the DFO.
 - b. The state ESF #12 will interface with the federal ESF #12 during assessment, response and recovery operations in order to ensure coordinated activities between the state and federal teams with energy-related missions.
2. State
 - a. The state ESF #12 will maintain communications with energy utilities, suppliers, associations and related organizations throughout the state of Ohio.
3. Local
 - a. The Regional Operations Center will direct local-level requests related to energy to ESF #12 for action.
 - b. ESF #12 will document energy-related requests made by local response organizations and coordinate within the ROC, with local utilities, and with the state and federal ESF #12 to coordinate unmet energy needs.

Organization and Assignment of Responsibilities

The Hamilton County Engineer's Office (HCEO) has the primary responsibility for the energy functions in Hamilton County. The HCEO will serve as the coordinating agency for this ESF.

Coordinating Agency Responsibilities

Hamilton County Engineer's Office will:

1. Coordinate the activities of Support Agencies within ESF #12 to fulfill operational objectives.
2. Direct the activities of the ESF #12 in conjunction with assistance from ESFs at the local, State, or Federal levels as applicable.
3. Collaborate with other Coordinating Agencies to ensure an effective response between ESFs.
4. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. The Hamilton County EMHSA will maintain listings of these personnel,

24-hour contact information, and directions for contacting them in the event of communication outages.

5. Develop and train all staff responsible for implementing ESF #11 on standard operating procedures.
6. Share ESF #12 activity information with appropriate EOC personnel.
7. Prioritize ESF #12 operational strategies in alignment with the EOC and on scene objectives.
8. Assess and evaluate the impacts of disasters on the natural resources in Hamilton County.
9. Assist in allocating emergency power generation equipment, as needed.
10. Coordinate communication between Duke Energy and county and local government officials.
11. Coordinate the clearance/repair of roadways in support of energy restoration efforts.
12. Assist in the transportation of fuel sources for the provision of emergency power.
13. Receive, manage, and track resource requests for ESF #11 in accordance with established resource management procedures.
14. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination.
15. Assist in the development of the After-Action Report. This report is a detailed, written analysis of the strengths and weaknesses of county-level emergency response and short-term recovery activities based upon extensive research of the event and interviews with participating assessment, response, and short-term recovery personnel.

Supporting Agencies Responsibilities

Hamilton County Environmental Services will:

1. Monitor operational status of water related systems essential to health and safety.
2. Provide maintenance crews to assist Engineer's office with clearing debris from roads, traffic control devices and traffic control while roads are being cleared.

Hamilton County Facilities will:

1. Monitor the operational status of buildings within the Hamilton County
2. Provide information to the Hamilton County ROC on the status of such buildings

Hamilton County Sheriff's Office will:

1. Assist in providing security at energy utility sites as requested.
2. Provide site security and access restrictions to areas upon request.
3. Provide Traffic Control.

Duke Energy will:

1. Work in conjunction with ESF #12 to restore utilities services.
2. Provide outage and repair information to the Hamilton County ROC through ESF #12.



Annex M: Emergency Support Function #13 – Law Enforcement

November 2020

Coordinating Agency

Hamilton County Sheriff's Office

Supporting Agencies

Hamilton County Coroner's Office
Hamilton County Prosecutor's Office
Greater Cincinnati Fusion Center
City of Cincinnati Police Department – Real Time Crime Center
Local Jurisdictional Law Enforcement Departments

Introduction

Purpose

The purpose of Emergency Support Function (ESF) #13 – Law Enforcement is to establish how activities related to law enforcement will be coordinated during and after disasters to meet the emergency needs of Hamilton County, OH. This ESF describes the operational components as well as roles and responsibilities of the agencies necessary to fulfill the duties of ESF #13.

Scope

ESF #13 serves to coordinate activities related to law enforcement in Hamilton County during the response and recovery phases of the emergency management cycle. During and shortly after the incident, ESF #13 is responsible for law enforcement, public safety and security capabilities, and law enforcement resources during potential or actual incidents.

Activities of ESF #13 include supporting local jurisdictional law enforcement in maintaining law and order within legal authorities, monitoring and reporting the status of local and county law enforcement, supporting the relocation and temporary detention of persons confined to institutions, working with the Intelligence Unit monitoring for criminal activity that may potentially affect incident response, providing safety for on-scene personnel through traffic management, and support all criminal investigations occurring in conjunction with incident response.

ESF #13 may also be asked to assist in the dissemination of alerts, warnings and notifications, provide communications resources to support responding agencies, support evacuation and re-entry operations, and ensure security for key governmental facilities and coordinate with agencies response for the protection of vital private sector sites.

Situation

1. The Hamilton County Sheriff's Office (HCSO) is the primary law enforcement agent within the county, and has jurisdiction throughout the county. The County Sheriff, or his designated representative, will act as the senior law enforcement coordinator in the Hamilton County Regional Operations Center (ROC) for the duration of a given situation, or as required for the completion of a law enforcement mission.
2. The HCSO is the primary law enforcement agent within the county, and has jurisdiction throughout the county. Internally, a chain of command has been established for integration and

coordination of HCSO units. Requests by a local jurisdiction for HCSO support will be coordinated and prioritized through the Hamilton County ROC.

3. The Hamilton County Prosecuting Attorney’s Office is to oversee and ensure that the enforcement of the laws of the state of Ohio is adhered to.

Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends. The following assumptions were made as consideration for ESF #13 – Law Enforcement:

- Within their own jurisdictions, law enforcement agencies shall provide security for, and limit access to, the local EOCs or Incident Command Posts (ICPs), key governmental facilities and locations of the emergency. For HCSO, this will occur at the Hamilton County ROC and other applicable locations. All law enforcement jurisdictions will operate in accordance with their own Emergency Operations Plans (EOPs), Standard Operating Procedures (SOPs) and/or Standard Operating Guidelines (SOGs).
- Activities of county, local and state law enforcement agencies will increase significantly during emergency operations.
- Large scale or countywide disasters will necessitate the coordination of all law-enforcement agencies in order to expedite assistance to agencies and departments of government in affected areas.
- Even in cases of large-scale disasters, local law enforcement agencies will have the primary authority and responsibility for law enforcement activities in their particular jurisdiction. Unless requested by the local authorities and approved by the governor, the Ohio National Guard (ONG) will not aid civil authorities.
- Each federal, state, county and local law enforcement organization will utilize the process, guides, protocols and procedures prescribed in the National Incident Management System (NIMS).
- For information and resource management purposes, requests for outside agency law-enforcement assistance by local officials shall be coordinated through the Hamilton County Regional Operations Center.
- Additional law enforcement support will be needed for the maintenance, control and support of evacuation traffic control patterns, community reception and care facilities and for institutions such as hospitals, prisons and mental institutions.
- In large scale incidents, additional resources should first be obtained through the activation of mutual aid and assistance agreements with neighboring localities and/or State authorities, with incident operations managed through a Unified Command structure.

Concept of Operations

Emergency Support Function (ESF) #13 – Law Enforcement consists of four broad activities in relation to the Hamilton County Emergency Operations Plan. These activities are:

ESF #13 Activities	
1.	Monitoring and Reporting Status of Local and County Law Enforcement
2.	Monitoring Criminal Activity
3.	Providing Traffic Management to Support On-scene Safety
4.	Support Criminal Investigations Occurring in Conjunction with Incident Response

Overview

1. The Hamilton County Emergency Management/Homeland Security Agency is responsible for activating and notifying ESF #13 for assessment, response, and recovery activities during emergencies.
2. The Hamilton County Sheriff's Office is the lead coordinating agency for ESF #13. In an emergency response, HCSO will affect primary coordination from the Hamilton County ROC.
3. Law enforcement agencies involved in any emergency response will be responsible for the employment of internal communications equipment and facilities to the greatest extent possible. These agencies will also be responsible for the maintenance of command structures, tracking of deployed personnel and resources and list of available personnel and resources that maybe activated. Any auxiliary forces that are activated for service will work directly under the supervisory authority of their parent agency.
4. The ONG is a state asset that, if activated, can:
 - a. Deploy a Liaison Officer to the County Regional Operations Center.
 - b. Aid local civil authorities in disasters as requested by local authorities through HCEM/HS & OEMA, after local resources have been exhausted, and then only after authorized by the Governor, in the applicable proclamation.
 - c. Coordinate with local ONG Guard Liaison Officers (GLO).
 - d. Specific aid actions to civil authorities include, but are not limited to:
 - i. Security of critical facilities to guard against criminal activity.
 - ii. Roadblocks and traffic control
 - iii. Mobile security/station security
 - iv. Search and Rescue actions
 - v. Evacuation assistance
 - vi. Limited construction support, debris clearance and removal actions
 - vii. In a prison riot situation, ONG may serve as a secondary response team for local, county and/or state law enforcement officers should the situation worsen and warrant intervention. ONG may also provide guards at the prison entrances and inmate intake entrances (sally ports) and at designated sites within the cellblocks if needed.
 - viii. Provide street-mission-capable units for riot control.

Relationship between Levels of Government

1. Federal
 - a. ESF #13 in the National Response Framework is referred to as the Public Safety and Security Annex. ESF #13 integrates Federal public safety and security capabilities and resources to support the full range of incident management activities associated with potential or actual incidents requiring a coordinated Federal response.
2. State
 - a. Some Ohio agencies' duties and responsibilities are limited to a very specific jurisdiction. For example, officers from the Ohio Department of Natural Resources (ODNR) enforce laws within and upon state park properties. However, ODNR officers do not enforce the laws of the political jurisdiction in which the park facility is located. Investigative Unit Agents may initiate an arrest in a liquor establishment, but they will not enforce speed limits on county streets. The exception to these examples is as follows:
 - b. A state resource that is available to local law enforcement agencies are officers (OPOTA Trained) from the Ohio Department of Rehabilitation and Corrections (ODRC). An MOU exists between HCSO and ODRC in an emergency. ODRC officers may be able to transport county jail inmates from one facility to another.
 - c. In the event of a riot, or other civil disorder, and upon the request of a sheriff, or the chief executive of the municipal corporation, the Governor may order the OSHP to enforce criminal laws in the area affected by the riot/disturbance, when conditions indicate that

local authorities are unable to contain the situation. The Governor may designate such support until the termination of the emergency (ORC 5503.02)

Organization and Assignment of Responsibilities

The Hamilton County Sheriff's Office (HCSO) has the primary responsibility for the law enforcement functions in Hamilton County. The HCSO will serve as the coordinating agency for this ESF.

Coordinating Agency Responsibilities

Hamilton County Sheriff's Office will:

1. Coordinate the activities of Support Agencies within ESF #13 to fulfill operational objectives.
2. Direct the activities of the ESF #13 in conjunction with assistance from ESFs at the local, State, or Federal levels as applicable.
3. Collaborate with other Coordinating Agencies to ensure an effective response between ESFs.
4. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. The Hamilton County EMHSA will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
5. Develop and train all staff responsible for implementing ESF #13 on standard operating procedures.
6. Share ESF #13 activity information with appropriate EOC personnel.
7. Prioritize ESF #13 operational strategies in alignment with the EOC and on scene objectives.
8. Coordinate the determination of routes and control points for evacuation actions.
9. Provide law enforcement support (to include security) for county facilities, institutions, services, officials, and resources during a declared emergency.
10. Receive, manage, and track resource requests for ESF #13 in accordance with established resource management procedures.
11. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination.
12. Provide longer-term coordination of the restoration and recovery of the affected law enforcement systems and infrastructure if required.
13. Assist in the development of the After Action Report. This report is a detailed, written analysis of the strengths and weaknesses of county-level emergency response and short-term recovery activities based upon extensive research of the event and interviews with participating assessment, response, and short-term recovery personnel.

Supporting Agencies Responsibilities

Hamilton County Coroner's Office will:

1. Provide laboratory support to the local law enforcement agencies.
2. Conduct victim identification processes and procedures.

Hamilton County Prosecutor's Office will:

1. Advise and assist the Board of County Commissioners and other county agencies regarding legal questions arising from emergency response and recovery operations. These include, but are not limited to:
 - a. Drafting and dissemination of emergency declarations and related legal documents from the County Commission in support of emergency response and recovery operations.
 - b. Providing interpretations of law as needed during emergencies.
 - c. Review results of investigations regarding potential criminal allegations related to emergency response and recovery activities, and then decide whether to prosecute.
 - d. Take appropriate legal action against public and/or private entities on behalf of Hamilton County for damages or claims, which might arise from emergency response and recovery activities.

Greater Cincinnati Fusion Center will:

1. Provide Critical Infrastructure/Key Resource (CIKR) information along with other pertinent information as needed in support of ongoing operations.
2. Coordinate the sharing of intelligence among local, county, state and federal law enforcement partners.
3. Analyze and disseminate information to appropriate personnel in the Hamilton County EOC to facilitate proper decision making and response tactics for all incidents in Hamilton County.

City of Cincinnati Police Department – Real Time Crime Center will:

1. Support monitoring of incidents and provide law enforcement with any collected intelligence.

Local Jurisdictional Law Enforcement Departments will:

1. Coordinate with other law enforcement agencies or functions to ensure success of the regional comprehensive law enforcement effort.

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Annex N: Emergency Support Function #14 – Private Sector & Infrastructure

October 2020

Coordinating Agency

Hamilton County Emergency Management & Homeland Security Agency

Supporting Agencies

Hamilton County Administration
Hamilton County Engineer's Office
Cincinnati USA Regional Chamber
Greater Cincinnati Water Works
Metropolitan Sewer District of Greater Cincinnati
Ready2Recover
REDI Cincinnati

Introduction

Purpose

The purpose of Emergency Support Function (ESF) #14 – Private Sector & Infrastructure is to support the coordination of cross-sector operations, including the stabilization of key supply chains and community lifelines in Hamilton County, OH. This ESF describes the operational components as well as roles and responsibilities of the agencies necessary to fulfill the duties of ESF #14.

Scope

ESF #14 serves to align and support cross-sector operations among infrastructure owners and operators, businesses, and government partners to stabilize community lifelines. ESF #14 is complementary to the operations of the other ESFs and is a mechanism for private-sector and other critical infrastructures that are not aligned to an ESF, or have no other means of coordinating their inclusion in emergency response operations.

Activities of ESF #14 include provide unique services and resources from the private sector to enhance response operations, coordinate with other ESFs to ensure Hamilton County residents have access to essential services, coordinate among private sector and infrastructure partners to prevent or mitigate cascading failures across multiple sectors, and coordinate with private sector partners to stabilize supply chains and distribution networks both within and outside the affected area.

Situation

Community lifelines rely on businesses, interdependent critical infrastructure sectors, and complex supply chains. Disruptions in one sector can rapidly cascade across others. Such incidents can also disrupt National Critical Functions and related supply chains.

While business and infrastructure owners and operators have primary responsibility for managing their operations and systems in emergencies, ESF #14 will support and enable collaboration among critical infrastructure sectors and will help to coordinate and sequence such operations to mitigate cascading failures and risks. ESF #14 will identify, collect and synthesize information from participating private- and public-sector entities, and will provide guidance to support emergency response operations.

Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends. The following assumptions were made as consideration for ESF #14 – Private Sector & Infrastructure:

- Organizations representing private sector partners will share information with one another and Hamilton County to coordinate support, request resources, and share information about the impacts to the private sector following a disaster.
- Private sector entities that are impacted may have limited resources to support other county operations and may be focused on more on their own stabilization than in supporting the public sector.

Concept of Operations

Emergency Support Function (ESF) #14 – Private Sector & Infrastructure consists of five broad activities in relation to the Hamilton County Emergency Operations Plan. These activities are:

ESF #1 Activities	
1.	Provide Unique Services and Resources to Enhance Response
2.	Ensure Residents Have Access to Essential Services
3.	Prevent or Mitigate Cascading Failures Across Sectors
4.	Stabilize Supply Chains and Distribution Networks

Overview

1. Private companies and public utilities are responsible for identifying the capabilities that are needed to stabilize their systems, just as they have the primary responsibility for conducting their own emergency operations responses when incidents occur.
2. The successful execution of cross-sector operations depends on the resources that are possessed by the owners and operators of infrastructure elements and other commercial elements.
3. Government agencies can support these partners in important ways by providing analytic products, conducting more traditional missions such as road clearing and debris removal, and through other means such as regulatory relief and the synchronizing of operational priorities.
4. ESF #14 provides important opportunities for the integration and alignment of public and private sector efforts to identify priorities for developing improved capabilities that support cross-sector operations.
5. Successful execution of cross-sector operations will depend on continued progress in developing survivable communications systems to facilitate public-private sector communications in catastrophic incidents, tools for shared situational awareness in severely disrupted environments, and other initiatives being led by the private sector and their government partners.
6. ESF #14 will enable these collaborative efforts to fit within a broader, prioritized framework for identifying required capabilities.

Organization and Assignment of Responsibilities

Hamilton County Emergency Management & Homeland Security Agency (EMHSA) has the primary responsibility for supporting the coordination of private sector and infrastructure in Hamilton County. EMHSA will serve as the coordinating agency for this ESF.

Coordinating Agency Responsibilities

Hamilton County EMHSA will:

1. Coordinate the activities of Support Agencies within ESF #14 to fulfill operational objectives.
2. Direct the activities of the ESF #14 in conjunction with assistance from ESFs at the local, State, or Federal levels as applicable.
3. Collaborate with other Coordinating Agencies to ensure an effective response between ESFs.

4. Designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. The Hamilton County EMHSA will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
5. Develop and train all staff responsible for implementing ESF #14 on standard operating procedures.
6. Share ESF #14 activity information with appropriate EOC personnel.
7. Prioritize ESF #14 operational strategies in alignment with the EOC and on scene objectives.
8. Work with infrastructure owners and operators on requests for assistance regarding critical infrastructure.
9. Coordinate local and state agencies to ensure that critical infrastructure and other private sector owners and operators have access to necessary information from across all agencies.
10. Facilitate information sharing among key stakeholders, private sector partners, government agencies, and ESFs on the status of critical businesses and industries within incident areas.
11. Deliver timely and relevant information and disseminate actionable alerts to public and private sector partners.
12. Receive, manage, and track resource requests for ESF #14 in accordance with established resource management procedures.
13. Coordinate with ESF #15 – Emergency Public Information for the inclusion of appropriate information for public dissemination.
14. Assist in the development of the After Action Report. This report is a detailed, written analysis of the strengths and weaknesses of county-level emergency response and short-term recovery activities based upon extensive research of the event and interviews with participating assessment, response, and short-term recovery personnel.

Supporting Agencies Responsibilities

Hamilton County Administration will:

1. Work with critical infrastructure partners and government partners to identify and address informational and analytical needs, including cross-jurisdictional and cross-sector issues and needs.
2. Facilitate a joint understanding between industry and government agencies of hazards and risks.
3. Support local governments in their response to incidents by connecting them with private sector partners.
4. Identify options to help businesses resume operations and to incentivize growth following disasters.

Hamilton County Engineer's Office will:

1. Provide subject matter expertise and advice county leadership on infrastructure impacts and potential solutions.

Cincinnati USA Regional Chamber may:

1. Coordinate with private sector organizations on corporate humanitarian response activities and/or philanthropic programs.
2. Share information on the response and recovery process to assist industry partners who have been impacted or are functioning under business continuity plans.
3. Provide data and conduct outreach to the business community, including utilizing local stakeholder networks to determine incident damages and resource needs.

Duke Energy will:

1. Provides information, in cooperation with local, state and energy industry officials; on energy supply and demand conditions, as well as the requirements for, and the availability of materials and services critical to energy supply systems (e.g., outages, restoration status, energy infrastructure status) assessment and repair.

2. Assist in analyzing and modeling potential impacts to the electric power and natural gas infrastructures – identifying energy market impacts to the economy, and determining the effect of disruptions to other critical infrastructure.
3. Work with the energy sector to share critical threat information.

Greater Cincinnati Water Works will:

1. Provide subject matter expertise and advice county leadership on infrastructure impacts and potential solutions.

Metropolitan Sewer District of Greater Cincinnati will:

1. Provide subject matter expertise and advice county leadership on infrastructure impacts and potential solutions.

Ready2Recover will:

1. Coordinate with private sector organizations on corporate humanitarian response activities and/or philanthropic programs.
2. Assist in tracking the status of key private sector capacities and capabilities.
3. Share information on the response and recovery process to assist industry partners who have been impacted or are functioning under business continuity plans.
4. Provide data and conduct outreach to the business community, including utilizing local stakeholder networks to determine incident damages and resource needs.

REDI Cincinnati may:

1. Coordinate with private sector organizations on corporate humanitarian response activities and/or philanthropic programs.
2. Share information on the response and recovery process to assist industry partners who have been impacted or are functioning under business continuity plans.
3. Provide data and conduct outreach to the business community, including utilizing local stakeholder networks to determine incident damages and resource needs.

References

Ohio Emergency Management Agency. (2020). *State of Ohio Emergency Operations Plan. Emergency Support Function #14 – Cross-sector Business and Infrastructure Plan.*



Annex O: Emergency Support Function #15 – Emergency Public Information

February 2020

Coordinating Agency

Hamilton County Emergency Management & Homeland Security Agency

Supporting Agencies

Hamilton County Administration
Hamilton County Communications Center
Hamilton County Environmental Services
Hamilton County Job and Family Services
Hamilton County Public Health
Hamilton County Sheriff's Office
City of Cincinnati Communications Department
City of Cincinnati Enterprise Technology Solutions
City of Cincinnati Fire Department
City of Cincinnati Health Department
City of Cincinnati Police Department
Greater Cincinnati Metropolitan Sewer District
Greater Cincinnati Water Works
National Weather Service
The Health Collaborative
United Way of Greater Cincinnati

Introduction

Purpose

The purpose of ESF #15 – Emergency Public Information is to establish how emergency public information activities will be coordinated to meet the needs generated by disasters affecting Hamilton County, OH. This ESF describes the operational components as well as roles and responsibilities necessary to fulfill the duties of ESF #15.

Scope

Emergency Support Function #15 – Emergency Public Information serves to identify the key policies, concepts of operation, and roles and responsibilities associated with public information in Hamilton County. ESF #15 applies to all Hamilton County agencies that may be involved in emergency public information required to support disaster response and recovery operations. ESF #15 encompasses the full range of external affairs functions including:

- Coordination of Public Information – Providing incident-related information through the media and other sources to individuals, families, businesses, and industries directly or indirectly affected by the incident.
- Collecting, Processing, and Disseminating Emergency Public Information – The steps that must be taken to gather information, verify the accuracy and authentication of that information, and proper dissemination of information in relation to the incident priorities: life safety, property protection, incident stabilization, and environmental protection.

Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends. The following assumptions were made as consideration for ESF #15 – Emergency Public Information:

- Hazards may affect one or multiple jurisdictions within Hamilton County. Hazards may also extend beyond the borders of Hamilton County and may require a coordinated response and recovery effort between multiple jurisdictions at the local, county, or even state level.
- During a disaster, the means of dispersing public information to survivors of the disaster and surrounding communities may be severely affected by overwhelming demand and/or damage to media infrastructure. County and/or State assistance may be required to supply critical information to survivors, responders, recovery personnel and members of the media. In addition, following a disaster, information from some sources may often be vague, erroneous or contradictory.
- There will be a strong need for the public to get disaster-specific information before, during, and after the emergency. The timely dissemination of accurate, well-coordinated emergency public information will reduce the impact to life and property, help to maintain public trust and confidence, and help the residents find information and resources they need to recover from the disaster.
- Many disasters can occur rapidly, hampering the ability of response organizations and local government to provide comprehensive information to everyone impacted at the onset. For this reason, it is important to ensure the public is aware of potential hazards and knows the appropriate protective and preparedness efforts before a disaster occurs.
- A disaster may have negative impacts on the existing communication infrastructure or systems requiring the use of alternative methods to provide information to the public.
- Disasters may impact individuals' abilities to receive public information due to displacement, or limited access to television, phone, newspaper, the internet, social networks, etc.
- Rumors or misinformation may be spread before, during, and after a disaster. This can cause unnecessary distress among the public, provoke counter-productive public actions, and impede response and recovery efforts.
- The interest generated by a disaster may lead to requests for information or visits from a variety of public officials, dignitaries, or VIPs. Such requests will require coordination and resources.

Concept of Operations

Emergency Support Function (ESF) #15 – Emergency Public Information, consists of two broad activities in relation to the Hamilton County Emergency Operations Plan. These activities are:

ESF #15 Activities	
1.	Coordinating Emergency Public Information
2.	Collecting, Processing, and Disseminating Emergency Public Information

Coordinating Emergency Public Information

A key role of the emergency public information function is to coordinate the flow of essential pieces of information between Incident Command (IC), the Emergency Operations Center and the public before, during, and after an incident. The designated incident Public Information Officer (PIO), Emergency Support Function #15, and/or Joint Information Center (JIC) will coordinate emergency public information during the duration of an emergency.

All levels of government must provide readily available emergency public information that will support emergency response and recovery. During local emergencies requiring county, state, and/or federal assistance, federal, state, county, and local PIOs will work cooperatively and in coordination with one another to ensure that timely, accurate, and consistent information is released. Coordination of information includes but is not limited to coordination between Incident Command and General Staff; coordination between EOC participants; and obtaining approval from appropriate authorities before information is disseminated.

Joint Information System

The Joint Information System (JIS) is the method of operating that allows multiple sources to coordinate information efficiently and consistently. The JIS provides the mechanism to organize, integrate, and coordinate information to ensure timely, accurate, accessible, and consistent messaging across multiple jurisdictions and/or disciplines, in addition to nongovernmental organizations and the private sector. The JIS includes the plans, protocols, procedures, and structures used to provide public information.

FEMA's Core Capabilities – ESF #15

- Public Information and Warning – Deliver coordinated, prompt, reliable, and actionable information to the Whole Community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard and, as appropriate, the actions being taken and the assistance being made available. Utilizing ESF #15 and the JIC during response works to ensure this capability is addressed.

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 incident response effort.

A JIS will be supported in Hamilton County by utilizing WebEOC to input and track information and incident updates. Additionally, involved agencies will be able to maintain incident situational awareness through communication made by email correspondence.

Public Information Officer

The designated incident Public Information Officer will serve as the lead PIO in the EOC, and is responsible for the following tasks:

- Addressing inquiries from the media, the public, and elected officials;
- Coordinating emergency public information and warnings;
- Monitoring and responding to misinformation;
- Monitoring the media; and
- Performing any other functions required to gather, verify, coordinate, and disseminate accurate accessible, and timely information related to the incident.

The PIO will advise the Incident Commander on all public information matters relating to the management of an incident.

The lead EOC Public Information Officer for an incident will be designated by the Emergency Operations Center (EOC) Coordinator. Until a lead EOC PIO is established, Hamilton County EMHSA will serve in an intermediary role. The lead EOC PIO, in conjunction with the EOC Coordinator, will determine the need to activate ESF #15 and/or the Joint Information Center based on the circumstances of the incident.

ESF #15 Coordinator

The ESF #15 Coordinator will serve as the liaison between ESF #15 activities and the activities of the other fourteen Emergency Support Functions (ESFs) within the EOC. The ESF #15 Coordinator will assist the lead EOC PIO by managing the activities of the Joint Information Center (JIC) and ensuring that other emergency partners are informed and briefed about emergency public information developments. Supporting Agencies of ESF #15 will report their activities to the ESF #15 Coordinator, who will report to the lead EOC PIO.

Unless otherwise designated, Hamilton County EMHSA will fulfill the role of ESF #15 Coordinator.

Activating the Joint Information Center (JIC)

The Joint Information Center (JIC) is a central, physical location that facilitates the coordination of emergency public information. It is a location where personnel with public information responsibilities perform critical emergency information functions and crisis communications. During an incident, a JIC is the single point of coordination for all public information operations. A JIC is established when deemed appropriate by the EOC Coordinator, in conjunction with the lead EOC PIO. The Hamilton County JIC is located at the Hamilton County EOC. JIC procedures and checklists can be found in Tab A: Joint Information System Guideline.

Once other levels of government are involved in the incident effort, local, county, state, and federal public information personnel will work in cooperation and coordination with one another by coordinating between JICs.

All organizations involved in emergency support and recovery, having requirements to release information to the media and public, will work through the JIC. All representatives in the activated EOC will verify reports received from the field and will clear press releases relating to their response efforts with the lead EOC PIO. The lead EOC PIO will serve as the single official point of contact during an emergency. Dissemination of public information will be made from the JIC via news conferences, interviews, and issuing of news releases.

Depending upon the severity of the emergency, PIO personnel from other agencies may be requested to provide support during county emergency operations. Hamilton County EMHSA will maintain a cadre of specially-trained PIOs to support the County's information dissemination effort during an emergency or disaster. When the JIC is activated, members of the ESF #15 Public Information Officer Workgroup will be notified via Rave internal notification, and asked of their ability to respond to the JIC to assist with public information coordination. Members who respond that they are available to staff the JIC will be recorded in order to start planning for staffing needs of future operational periods.

The following tasks will be accomplished through ESF #15 Emergency Public Information in coordination with the Joint Information Center (when applicable):

- Rapidly release accurate emergency instructions and information to the public;
- Coordinate periodic media briefings throughout an emergency or disaster as appropriate. A media briefing center may be established at the Regional Operations Center or other location(s) as determined by the incident. These locations must be available on short notice and be logistically suitable for conducting media briefings;
- Receive inquiries from the media and the public concerning an emergency and respond with official information or relay inquiries to the appropriate function;
- Obtain reports or situation summaries from EOC representatives of all response organization elements to maintain situational awareness;
- Prepare media releases, key messages, informational flyers, and talking points;
- Develop and maintain an online presence for the County to provide emergency information to the media and public;
- Deploy Public Information Officers into the field as appropriate;

- Conduct situation briefings for VIP visitors, media, other government agencies, representatives, or interested or affected parties;
- Conduct tours for VIP's and elected officials, as appropriate;
- Arrange interviews with key personnel, when requested by the media, or the PIO.

Before the deactivation of the JIC, the lead EOC PIO will consult with the EOC Coordinator.

Emergency Public Information Coordination Process

The following method describes how emergency public information will be coordinated prior to release to the public:

- Notification and public information will be handled by an Incident Commander (IC) and/or a single agency's Public Information Officer (PIO) until the incident evolves and/or the JIC is activated.
- When the incident evolves or affects multiple jurisdictions within Hamilton County, organizations involved in the disaster response effort will coordinate notification and/or public information efforts until the JIC is activated.
- If necessary, the EOC Coordinator will designate an EOC PIO when the EOC is activated. The lead EOC PIO will be responsible for overall coordination of public information activities for Hamilton County. The lead EOC PIO will manage all ESF #15 activities, will support the EOC Coordinator, and will communicate with the IC to coordinate emergency public information between the field and the EOC.
- Coordination of emergency public information will be maintained through ongoing Leadership Group briefings in the Hamilton County EOC and submission of all emergency public information and related news releases to the Leadership Group for approval prior to release. The ESF #15 Coordinator is responsible for keeping all members of the EOC, including the lead EOC PIO, informed by entering updates and information in WebEOC.
- After emergency public information and media releases have been approved, copies will be given to the Planning Section for distribution to local personnel in the EOC and at the site as needed. The ESF #15 Coordinator is responsible for entering information, press releases, and updates to WebEOC.

Collecting, Processing, and Disseminating Emergency Public Information

Collecting Emergency Public Information

Public information officers engaged in the incident effort will collect and document relevant information in order for accurate information to be efficiently communicated to the public. Such relevant information may include, but is not limited to:

- Information from Incident Command
- Weather updates
- Damage reports
- Persons injured or affected
- Threats to public safety
- Road closures
- Closure of government offices for employees and/or public (e.g. Courthouse, Clerk of Courts, etc.)
- Potential rumors and misinformation

Information will be collected from a wide range of sources including response agencies, traditional and social media, calls from public and elected officials, technical specialists, and other emergency management partners such as utility companies or the National Weather Service.

Relevant information that is collected will be recorded in WebEOC, for proper tracking and verification.

Processing Emergency Public Information

Once incident information is gathered, PIOs will work to verify the accuracy of the information with Incident Command, the EOC Coordinator, and relevant EOC personnel, before it is disseminated to the public. The designated incident PIO, ESF #15, and/or the JIC (if activated) will verify the accuracy of information and dispelling of rumors by consulting with EOC sources and technical specialists, as well as other PIOs who may be liaising with various assistance programs or response/recovery partners.

Disseminating Emergency Public Information

The processes and methods of emergency public information dissemination are focused on the following priorities: life safety, property protection, incident stabilization, and environmental protection, as well as any other incident objectives as established by Incident Command or within the EOC. Pre-scripted messages and press releases will be utilized by PIOs as a method to disseminate important information in a timely manner. Pre-scripted messages can be found in attachment Tab A to this annex.

It is essential that all agencies involved in the disaster effort are disseminating a unified, coordinated message, in order to avoid public confusion. Messages will be coordinated through establishment of a JIC. Hamilton County EMHSA will notify emergency partners of incident updates and information via email. Information will also be tracked and documented in WebEOC by the ESF #15 Coordinator.

If deemed necessary by the EOC Coordinator and lead EOC PIO, a physical JIC will be activated and utilized for coordination. Through coordinated effort, the following information will be disseminated to the public:

- The risk of hazards and appropriate preparedness actions;
- Emergency status information;
- Lifesaving or health preservation instructions;
- Disaster assistance and recovery information;
- Information in response to public or media inquiry;
- Information to resolve any conflicting information or to dispel rumors;
- Donations management assistance from external groups.

Methods that will be utilized to disseminate information to the public include regularly scheduled media briefings/press conferences, social media, What'sApp Media group chat, press releases, agency websites, outdoor warning siren system, the Integrated Public Alerts & Warning System (IPAWS), and Alert Hamilton County. The EMHSA Social Media Policy and Guide to identify necessary processes and tasks can be found in Tab B. The process of activating and utilizing Alert Hamilton County can be found in Tab C.

Incident updates and briefings will be delivered to the media in a regular, timely fashion. Press briefings will be coordinated with PIOs from partner agencies and media representatives, who will be properly notified ahead of the briefing. PIOs will monitor news coverage to ensure that accurate information is disseminated. Rumors and misinformation will be addressed promptly in order to get accurate information to the public. A list of media contacts and guidelines can be found in Tab A.

Public information methods may require additional consideration for individuals with functional and access needs. Information posted on the Hamilton County EMHSA website will be available in the most commonly spoken languages within Hamilton County. When needed, a sign language and foreign language interpreter will be requested to be present during media briefings. A list of interpreters can be found in Tab A.

Hotlines dedicated to answer public inquiries will be established to help keep emergency communication lines clear for life safety matters. Local Community Emergency Response Team (CERT) members, County employees, or other volunteers, may be utilized to staff phone lines to assist with call taking and information distribution. Those staffing public inquiry hotlines will maintain records of numbers of calls received, calling areas, types of questions asked and other pertinent information, as directed by the lead EOC PIO. ESF #15 will analyze such information and utilize it in the formation of public information

releases. If necessary, a call center will be established by Cincinnati Enterprise Technology Solutions (ETS) at the Regional Operations Center.

United Way 2-1-1 Helpline will support the needs and mission of the EOC during and after an incident. All information developed in the EOC will be communicated with the 2-1-1 Helpline, in order for call takers to pass along information to callers and monitor and manage rumor control. United Way 2-1-1 will also assist callers with unmet needs, providing them with incident information and resources.

Spokesperson

The messenger is just as important as the message being delivered. It is important to note that the Public Information Officer may not be the person speaking to the media to deliver a message. The EOC PIO will prepare the message, help coordinate information between agencies, and ensure the spokesperson is trained and ready to speak. A spokesperson is someone who has authority and is a reliable and respected person in the community, who will prepare for and conduct regular news briefings and conferences. The designated spokesperson should have sufficient authority or expertise to be accepted by the public as speaking on behalf of the organization or the affected jurisdiction.

Spokespersons may include public elected officials who have a history and experience of speaking on behalf of County leadership. Spokespersons will be briefed by ESF #15 Coordinator/Lead EOC PIO during an incident with prepared statements and will be equipped to provide just in time training to all spokespersons. Prior to an event/incident, all potential spokespersons are encouraged to attend trainings related to public information, including:

- G289 – Public Information Officer Awareness
- G290 – Basic Public Information Officer
- G291/E-L0387 – Joint Information System/Joint Information Center Planning for Tribal, State and Local PIOs
- G-402: ICS Overview for Executive and Senior Officials
- IS-29 – Public Information Officer Awareness

Organization and Assignment of Responsibilities

Hamilton County Emergency Management & Homeland Security Agency (EMHSA) has the primary responsibility for the emergency management functions in Hamilton County. Hamilton County EMHSA will serve as the Coordinating Agency for this Emergency Support Function (ESF).

Coordinating Agency Responsibilities

Hamilton County Emergency Management & Homeland Security Agency:

1. Will coordinate the activities of Support Agencies within ESF #15 to fulfill operational objectives.
2. Will direct the activities of the ESF #15 in conjunction with assistance from ESFs at the local, State, or Federal levels as applicable.
3. Will collaborate with other Coordinating Agencies to ensure an effective response between ESFs.
4. Will share ESF #15 activity information with appropriate EOC personnel.
5. Will designate sufficient representatives (no less than three) to support/staff 24-hour operations at the Hamilton County EOC. The Hamilton County EMHSA will maintain listings of these personnel, 24-hour contact information, and directions for contacting them in the event of communication outages.
6. Will develop and train all staff responsible for implementing ESF #15 on standard operating procedures.
7. Will maintain the Hamilton County Joint Information Center in a state of readiness.
8. Will assist in coordinating the emergency public information coming into and out of the Emergency Operations Center.
9. Will assist in activating, coordinating activity, and deactivating the Joint Information Center.

10. Will serve as the intermediary EOC PIO until a lead EOC PIO is designated by the EOC Coordinator.
11. Will activate and coordinate alerts sent via Rave Mobile Safety on behalf of Hamilton County.
12. Will activate the Outdoor Warning Siren System.
13. Will activate the Emergency Alert System (EAS).
14. Will provide staff to assist in the Joint Information Center.
15. May provide staff to serve as the lead EOC PIO.

Supporting Agencies Responsibilities

Hamilton County Administration may:

1. Provide personnel to serve as lead EOC PIO.
2. Provide personnel to help staff the Joint Information Center.

Hamilton County Environmental Services:

1. Will notify Hamilton County EMHSA when an Air Quality Emergency is declared.
2. May provide personnel to serve as lead EOC PIO.
3. May provide personnel to help staff the Joint Information Center.

Hamilton County Job and Family Services may:

1. Provide personnel to serve as lead EOC PIO.
2. Provide personnel to help staff the Joint Information Center.

Hamilton County Public Health:

1. Will provide appropriate guidance as it relates to public health and medical services.
2. Will coordinate public health and medical advisories with the JIC.
3. Will develop, recommend, and execute approved public information plans and strategies on behalf on the Incident Command or Unified Command structure.
4. Will provide a single release point of information for health and healthcare issues through a pre-identified spokesperson in coordination with the JIC.
5. Will facilitate rumor control of media outlets, including television, internet, radio, and newspapers.
6. Will post incident-related information on the health department website as a means of informing and connecting with the public.
7. Will utilize social media (e.g., Twitter and Facebook) when and if possible, for public health messaging.
8. May provide personnel to serve as lead EOC PIO.
9. May provide personnel to help staff the Joint Information Center.

Hamilton County Sheriff's Office may:

1. Provide personnel to serve as lead EOC PIO.
2. Provide personnel to help staff the Joint Information Center.

City of Cincinnati Communications Department may:

1. Provide personnel to serve as lead EOC PIO.
2. Provide personnel to help staff the Joint Information Center.
3. Activate and coordinate alerts sent via Rave Mobile Safety on behalf of the City of Cincinnati.

City of Cincinnati Fire Department may:

1. Provide personnel to serve as lead EOC PIO.
2. Provide personnel to help staff the Joint Information Center.

City of Cincinnati Health Department may:

1. Provide personnel to serve as lead EOC PIO.
2. Provide personnel to help staff the Joint Information Center.

City of Cincinnati Police Department may:

1. Provide personnel to serve as lead EOC PIO.
2. Provide personnel to help staff the Joint Information Center.

Greater Cincinnati Metropolitan Sewer District may:

1. Provide personnel to help staff the Joint Information Center.

Greater Cincinnati Water Works may:

1. Provide personnel to help staff the Joint Information Center.

National Weather Service may:

1. Assist in the creation and transmission of public alerts to be broadcast over the NOAA Weather Radio.

The Health Collaborative may:

1. Provide personnel to serve as lead EOC PIO.
2. Provide personnel to help staff the Joint Information Center.

United Way of Greater Cincinnati will:

1. Help disseminate incident information to callers via the 2-1-1 Helpline.
2. Provide callers with information and resources to assist with their unmet needs.

References

Hamilton County Emergency Management and Homeland Security Agency. *Hamilton County Duty Officer Manual*.

Hamilton County Emergency Management and Homeland Security Agency. (20xx). *Hamilton County EOC Position Manuals*.

Attachments

[Tab A – Joint Information System Guideline](#)

[Tab B – Hamilton County EMHSA Social Media Policy](#)

[Tab C – Rave Alert Mobile Safety Standard Operating Procedures](#)

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Annex P: Hazard Specific Annex – Hazardous Materials Response

October 2023

This annex and the information contained within it contains information of a sensitive nature. As such, this document is exempt from public records request per Ohio Revised Code 149.433.