FREMONT COUNTY

EMERGENCY OPERATIONS PLAN

2024 update

PROMULGATION STATEMENT

Fremont County is responsible for providing programs and services in support of the well-being of County residents and the stability of the local economy. To accomplish this mission the County must ensure its operations are performed efficiently and with minimal disruption, especially during an emergency. This document shall be known as the Fremont County Emergency Operations Plan (COOP). This plan provides a flexible framework for emergency operations in the County.

The Fremont County Office of Emergency Management (FCOEM) is responsible for the facilitation of regular updates and testing of the EOP.

The Fremont County EOP, including all associated plans, annexes, and appendices, provides a comprehensive framework for system-wide emergency management. It addresses the roles and responsibilities of emergency management and response agencies in Fremont County, as well as partner agencies, and provides a link to federal, state, local, territorial, tribal, and private organizations and resources that may be called upon to assist and participate in response to incidents that occur throughout the County. It has been circulated to all Fremont County local government agencies as well as special districts for concurrence and partner agencies at the state and federal level.

Each participating organization with a role in an emergency shall develop its own emergency operations plan in support of the Fremont County EOP. These annexes and plans will indicate how the agency, department or offices will implement its specific support to the Fremont County EOP. Participating agencies are encouraged to share or submit copies of that agency's plans to the Fremont County Office of Emergency Management (OEM).

The Fremont County Emergency Operations Plan was updated and signed by the Board of County Commissioners and updated. This plan provides planning and program guidance for implementing Fremont County's Resource Mobilization Plan and programs to ensure the County can conduct essential operations and functions under all threats and conditions. All response agencies and jurisdictions have been provided an opportunity to provide input to this plan.

Nothing in this plan is intended to interfere with the delivery of the organizations' primary services, although during an emergency, resources may be temporarily redirected in order to effectively address the emergency. As necessary, a local disaster declaration will be issued to address those issues. This plan may be changed or modified by the Office of Emergency Management as conditions dictate and by request.

This plan is a "living plan" and will be updated as needed.

RESOLUTION NO. _____, SERIES OF 2024

**RESOLUTION ADOPTING THE EMERGENCY OPERATIONS PLAN
FOR THE COUNTY OF FREMONT, STATE OF COLORADO**

WHEREAS, pursuant to C.R.S. §24-33.5-707(8), each County disaster agency shall prepare and keep current an emergency management plan for its area; and

WHEREAS, the purpose of Homeland Security Presidential Directive 5, issued by President George W. Bush on February 28, 2003, is to enhance the ability of the United States to manage domestic incidents by establishing a single comprehensive National Incident Management System (NIMS); and

WHEREAS, the Board of County Commissioners' Resolution No. _____, entitles the County Administrator and/or Director of the Office of Emergency Management to declare a county-wide disaster if the Board of County Commissioners cannot be timely convened and further authorizes the Director of the Office of Emergency Management, with the concurrence of the County Administrator and a singular Commissioner to spend up to $250,000 to respond to an emergency or disaster situation; and

WHEREAS, furthermore, the Director of the Office of Emergency Management and the County Administrator have pre-disaster authorization from the Board of County Commissioners to mobilize resources and request mutual aid assistance to respond effectively and quickly to an emergency or disaster situation; and

WHEREAS, the Board of County Commissioners desires to adopt the updates to the 2024 Fremont County Emergency Operations Plan (FCEOP) and associated plans, annexes and appendices.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Fremont County that:

Section 1: The 2024 FCEOP for the County of Fremont, State of Colorado, attached as "Exhibit A" hereto, and all supporting associated plans, annexes and appendices are hereby adopted. These supporting documents can be found listed in Appendix A of the 2024 FCEOP.

Section 2: The Board of County Commissioners finds that approval of the 2024 FCEOP is in the best interest of the health, safety and welfare of the residents and visitors of Fremont County and the local economy.

Section 3: The Board of County Commissioners hereby reaffirms Fremont County's commitment to the use of the National Incident Management System.

Section 4: The Board of County Commissioners approves the 2024 FCEOP and authorizes the Director of the Fremont County Office of Emergency Management (FCOEM) to administer and implement the Plan for Fremont County efficiently and with minimal disruption, especially during an emergency.

Section 5: The Director of FCOEM is authorized to make non-substantive changes to the 2024 FCEOP as necessary. Any major changes proposed by the Director of FCOEM shall be reviewed by the County Administrator and the Board of County Commissioners. Any changes approved shall be adopted by resolution.

Section 6: The Board of County Commissioners delegates to the Director of FCOEM the authority and responsibility for coordination, mission tasking, implementation, and management of emergency and disaster planning and response for Fremont County Government and Elected Fremont County Offices.

Section 7: The Board of County Commissioners authorizes the Director of FCOEM to facilitate, mission task, and coordinate direct assistance by the appropriate and necessary Elected Offices and County Department Heads to assist in an emergency or disaster before a declaration of emergency or disaster is issued.

Commissioner _____ moved for adoption of the foregoing Resolution, seconded by Commissioner _____ and approved by roll call vote as follows:

Debbie Bell	AYE	NAY	ABSTAIN	ABSENT
Kevin Grantham	AYE	NAY	ABSTAIN	ABSENT
Dwayne McFall	AYE	NAY	ABSTAIN	ABSENT

This Resolution was declared to be duly adopted by the Board of County Commissioners of Fremont County at a meeting held on _____, 2024.

BOARD OF COUNTY COMMISSIONERS   ATTEST:
OF FREMONT COUNTY

By: _____   By: _____
    Chairman   Clerk to the Board

APPROVAL AND IMPLEMENTATION

While the Fremont County Continuity of Operations Plan (COOP) seeks to manage the continued delivery of critical and essential government services in times of disaster, the EOP guides the delivery of those emergency services needed specifically under emergency conditions.

The EOP has been written to align with Comprehensive Planning Guide (CPG- 101 dated Sept 2021) and National Response Framework (NRF) federal guidelines (NRF, Oct 2019), National Disaster Recovery Framework (NDRF) and integrates Fremont County mitigation, prevention, preparedness, response, and recovery concepts.

The EOP aids maintenance of the plan through use of emergency support functions that align with the EOP of the State of Colorado and the Federal Response and Recovery Frameworks. The EOP is designed to minimize the disruption of each agency's mission by establishing a system of collaboration during times of crisis.

The Emergency Operations Plan (EOP) describes the mechanism and structure by which Fremont County mobilizes resources and conducts activities to address the consequences of any major disaster or emergency to save lives, protect public health and safety, and property, alleviate damage and hardship, and reduce future vulnerability.

Note: This plan supersedes all previous plans.

All Department Heads are tasked with giving their best effort to prepare their departments to function during and after emergencies and disasters in support of the citizens and partners of Fremont County. All departments are responsible for updating their portion of the COOP. The Office of Emergency Management will provide annual COOP training and is available to provide departments with individual help as requested.

The Emergency Operations Plan, Emergency Support Functions, topic specific, incident response annexes are located with the Office of Emergency Management. All Fremont County Line of Succession personnel, Department Heads, and recipients of the EOP should review this document and become familiar with their obligations and responsibilities.

Approval

_____
Chairperson,
Fremont County Board of County Commissioner

_____
County Administrator,
Fremont County Administration

_____
Director,
Fremont County Office of Emergency Management

RECORD OF CHANGES

Date Posted	Summary of Changes	Page/Paragraph/Line	Recommending Agency & Authorizing Agent
	Comprehensive Update	All	Fremont County OEM, Mykel Kroll

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ADMINISTRATIVE HANDLING INSTRUCTIONS

All agencies receiving the plan are responsible to safeguard, handle, transmit, and store in accordance with appropriate security directives from the Fremont County Office of Emergency Management. Portions of the complete plan are suitable for public distribution according to the Colorado Open Records Act.

Portions of this plan, including the supporting plans, annexes, appendices, attachments and implementing procedures associated with this plan that contain sensitive information will be withheld from the public because disclosure would cause a foreseeable harm to an interest protected by one or more Colorado Open Records Act (CORA) exemptions.

RECORD OF DISTRUBTION

The following table (See page 6) of individuals and organizations constitute the multi-agency coordination (MAC) group.

Many of these organizations also participate in the Fremont County Emergency Services Council, which acts as the Local Emergency Planning Committee (LEPC).

LEPC meetings take place both in person and virtually, with the specific location determined by the OEM Director or designee to discuss emergency planning, response, mitigation, and recovery and community activities.

Record of Distribution List

Date of Delivery	Number of Copies	Method of Delivery	Name and Organization of Receiver

This Plan is available online at **www.fremontco.gov**

The Fremont County EOP uses the foundation provided by the Homeland Security Act, HSPD #5, PPD #8, the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), and the Colorado Disaster Emergency Act of 1992 to provide a comprehensive, all hazards approach to incident management.

This plan is written in accordance with the National Incident Management System (NIMS) and the National Planning Framework (NRF).

It furthermore is in line with the Plain Language Guidance for disaster response and recovery as advocated by the Division of Homeland Security and Emergency Management.

Nothing in this plan alters the existing authorities of individual departments and agencies. This plan establishes the coordinating structures and processes required to integrate the specific statutory and policy authorities of various departments and agencies in a collective framework.

AUTHORITIES AND REFERENCES

Federal:

- **Americans with Disabilities Act of 1990 (ADA)**

- **Homeland Security Presidential Directive 5 (2003), Management of Domestic Incidents**

- **Presidential (Policy) Decision Directive 7 (2003) as amended: Critical Infrastructure Identification, Prioritization, and Protection (2006)**

- **Presidential Directive Policy 8, National Preparedness (2015) as amended.**

- **42 U.S.C. §5191- Known as Robert T. Stafford Disaster Relief and Emergency Assistance Act**

- **Title 2, Code of Federal Regulations, Part 200 (2 C.F.R.)**

- **Post Katrina Reform Act**

- **Code of Federal Regulations, Title 44, Chapter 1, Federal Emergency Management Agency, October 1, 2009.**

- **Continuity Guidance Circular (CGC) 1 and 2**

- **Homeland Security Act Of 2002 Public Law 107–296**

- **National Continuity Policy (NSPD 51/HSPD 20)**

- **PL 99-499 Superfund Amendments and Reauthorization Act - SARA Title III - Community Right to Know Act (1986):**

- **National Incident Management System (NIMS)**

- **PETS Evacuation and Transportation Standards Act of 2006; Public Law 109-308.**

- **Comprehensive Preparedness Guide (CPG) 101 Version 3.0, September 2021**

- **National Response Framework (NRF) federal guidelines (NRF, Oct 2019)**

- **National Protection Framework, June 2016**

- **National Prevention Framework, June 2016**

- **National Mitigation Framework, June 2016**

- **National Disaster Recovery Framework (NDRF) October 2019**

- **Plain Writing Act of 2010 Public Law 111–274—Oct. 13, 2010**

State:

- **Colorado Revised Statutes, Colorado Disaster Emergency Act, 24-33.5-700 series specifically section 24-33.5-707 and other applicable sections 24-33.5-701 – 24-33.5-718**

- **Colorado Revised Statutes 24-33.5-701-716**

- **Constitution of the State of Colorado Article IV, Executive Department**

- **Colorado Disaster Act of 1992**

- **Colorado Revised Statutes 29-22-101, et seq., Hazardous Substance Incidents**

- **Colorado Revised Statutes 25-11-101, et seq., Radiation Control Act**

- **Colorado Revised Statute 30-10-513.5, Sheriff Authority for Forest fires**

- **State of Colorado Emergency Operations Plan, May 2023**

- **Pre-Disaster Mitigation Plan**

- **Evacuation and Re-Entry Plan**

- **Rapid Needs Assessment Plan**

- **Damage Assessment Plan**

- **Mass Casualty Plan**

- **Mass Fatality Plan**

- **Resource Mobilization Plan**

- **Severe Weather Plan**

- **Recovery Plan**

- **Colorado Emergency Preparedness Assessment (CEPA)**

- **Flood Plan**

- **Debris Management Plan**

- **Continuity Plan**

- **Alert and Warning Plan**

See glossary of terms in Appendix for definitions related to federal and state authorities.

SITUATION OVERVIEW

PURPOSE

The purpose of the Fremont County Emergency Operations Plan (EOP) is to:

A. Identify the roles, responsibilities and actions required of county departments and other agencies in preparing for and responding to major emergencies and disasters;

B. Ensure a coordinated response by local, state and federal governments by the use of NIMS in managing emergencies or disasters; to save lives, prevent injuries, protect property and the environment, and to return the affected area to a state of normalcy as quickly as possible;

C. Provide a framework for coordinating, integrating, and administering the emergency operations plans and related programs of local, state, and federal governments in accordance with the National Planning Framework;

D. Provide for the integration and coordination of private sector, non-profit service groups, volunteers, local, state, and federal government agencies involved in emergency response and relief efforts.

The EOP focuses on Fremont County response and recovery efforts and Directs the reader to the Hazard Mitigation Plan, Continuity of Operations Plan (COOP), and Recovery Framework planning documents for details on the operation and management of those emergency obligations. These plans consider emergency authorities, direction and coordination of efforts, and resource and information management under conditions where proclamation of an emergency is necessary.

Furthermore, the purpose of the Fremont County EOP is to:

•   Outline the local approach and framework to emergency operations, and is applicable to Fremont County, Colorado and the municipalities and townships within its boundaries.

•   Provide general guidance for emergency management activities and an overview of our methods of prevention, protection, mitigation, preparedness, response, and recovery with the priorities for incident management being:

1. Life safety,

2. Incident stabilization and

3. Property and Environmental protection.

- Describe functions of the Fremont County Office of Emergency Management (OEM) and assign responsibilities for various emergency tasks.

- Present a framework for more specific Emergency Support Function annexes that describe in more detail the lead and supporting agencies and explain the roles and responsibilities of each.

- Provide references to supporting and incident response annexes, which detail specific response expectations and activities for local response personnel.

The EOP applies to all county officials, departments, and agencies. The primary audience for the document includes all chief elected officials, other elected officials, the OEM, county department and agency heads and their senior staff members, leaders of local agencies that support emergency operations and others who may participate in Fremont County emergency prevention, protection, mitigation, preparedness, response, and recovery efforts.

SCOPE

The Scope of this plan identifies when and under what conditions the application or activation of this plan is necessary. The plan establishes fundamental policies, strategies, and assumptions for a countywide Emergency Operations Plan (EOP) guided by the principles of the National Incident Management System.

The EOP uses the all-hazard approach addressing a full range of complex and constantly changing requirements in anticipation of, or in response to, threats or acts of major disasters (natural or technological), terrorism, and other emergencies. The EOP does not specifically address long-term reconstruction, redevelopment and mitigation measures.

The EOP details the specific incident management roles and responsibilities of departments and agencies involved in emergency management. This plan also helps establish coordination roles of the County departments and agencies.

This plan does NOT supersede individual agency operating procedures or guidelines.

In many cases individual detailed plans for Emergency Support Functions will be noted and kept as separate plans. This is done to mitigate the need to maintain or access a larger unwieldy plan and to allow response agencies and local jurisdictions to have clear and concise information for the relevant incident.

The goals and objectives of the Fremont County Office of Emergency Management program are to protect public health and safety and preserve public and private property. The EOP is the general plan for managing incidents and describes the framework and processes used during emergencies in Fremont County. Plans used by other agencies and partner organizations also provide details on authorities, response protocols, and technical guidance for incident response and management.

Hazard and Threat Analysis Summary

Identified hazards in Fremont County, addressed in this plan, are included in the Fremont County Hazard Mitigation Plan (HMP) approved by FEMA in 2022.

Fremont County is currently going through the process of updating the Fremont County HMP that is scheduled for completion in 2026. The hazard specific appendices in this plan include only the hazards rated as **High in Significance** for Fremont County, which does not preclude other types of hazards or incidents, and include drought, landslide, pandemic, severe winter storm, wildfire, and windstorm. The severity and impact of these hazards are dependent upon the population density around the incident and the location of the incident. Protection of Critical Infrastructure and *Key Resources (CI/KR)* is a priority of all response agencies.

The **Rapid Needs Assessment Plan** describes this priority in detail. The Fremont County EOP hazard analysis used the FEMA Publication 386-2 assessment tool, titled "*Understanding Your Risks: Identifying Hazards and Estimating Losses*".

Hazard Identification & Risk Assessment (HIRA)

Conducting a risk assessment provides the foundation for the rest of the hazard mitigation planning process. The Hazard Identification and Risk Assessment (HIRA) does not provide policy or action-based recommendations to manage hazards. This is one element of a comprehensive emergency management program that incorporates mitigation, preparedness, response, and recovery. The HIRA helps communities identify their risks of greatest concern and helps communities determine the capabilities needed to address those risks.

The four basic components of a risk assessment are to:

1. Identify Hazards;

2. Profile Hazard Events;

3. Inventory Assets; and

4. Estimate losses (potential human and economic losses based on the exposure and vulnerability of people, buildings, and infrastructure).
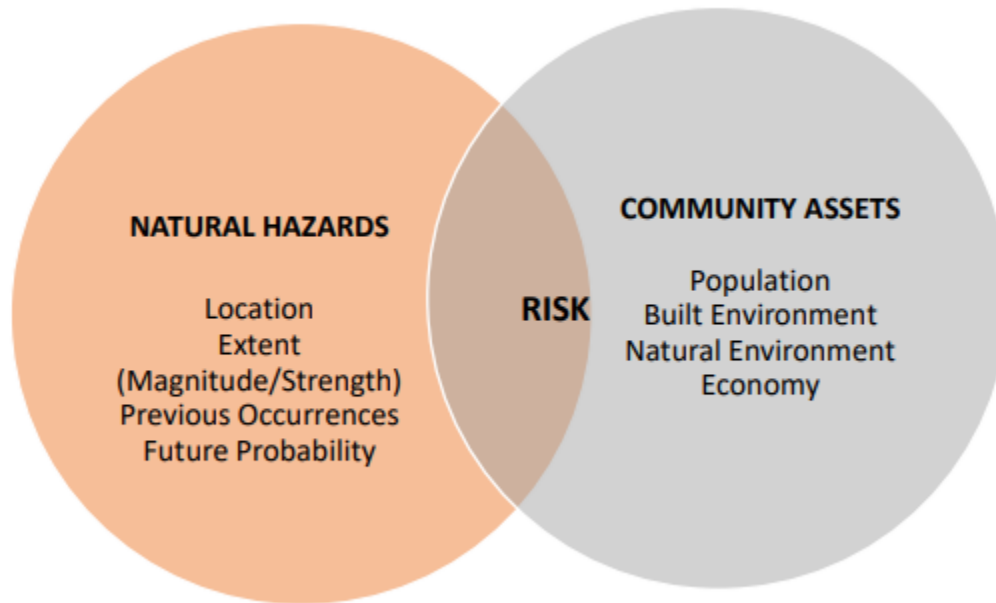
HAZARDS

These are identified in greater detail in the Fremont County Pre-Disaster Mitigation and the Threat and Hazard Analysis plans.

A. **Flooding.** Flooding (flash and riverine) is the single greatest potential hazard to property in Colorado. Colorado averages 20+ floods each year. Riverine flooding, caused by rapid snowmelt, usually occurs in May and June. The County often experiences riverine flooding in Spring months of June and July due to seasonal heavy thunderstorm activities. Flash flooding, usually caused by heavy, stationary thunderstorms, most often occurs in the spring and early summer months. Flash flooding is exceptionally high in areas below wildfire burn scars.

B. **Tornadoes.** Tornadoes are a common threat to those who live along the Front Range and on the Eastern plains of Colorado, but tornadoes have occurred in nearly all counties of the State. The effect of damaging tornadoes is increasing as more people and businesses are located in threatened areas. April through October is considered the tornado season, with May and June as the greatest risk months.

C. **Wildfires.** Wildfire, both natural and human-caused, is a risk to which the entire State is susceptible. The Colorado State Forest Service (CSFS) estimates approximately 1/4th of the State's current population resides within the Red Zone, an area characterized by over six million acres of forestland at high risk for large-scale wildland fire. A century of aggressive fire

suppression, combined with cycles of drought and changing land management practices, has left many of Colorado's forests unnaturally dense and ready to burn. In 2016, The Hayden Pass Fire burnt more than 15,000 acres near Coaldale inside the County.

D. **Severe weather.** Winter storms in Colorado are occasionally severe enough to overwhelm snow removal efforts, transportation, utilities, livestock management, and business and commercial activities. All of Colorado is vulnerable to storms of disaster proportions.

E. **Landslide/Rock-fall.** Landslides may occur by themselves or in conjunction with another natural event such as wildfire, severe winter snowmelt, or heavy rains. In recent years, landslides and debris flows have been common in areas already devastated by wildfires and along Highway 50.

F. **Drought**. Even in high moisture years, Colorado rainfall does not provide a consistent, dependable water supply throughout the year. Severe drought results in devastating economic consequences for agriculture, forestry, wildlife management, the environment, and tourism. Drought recorded history includes severe drought in 1894, 1930-1937, and 1976- 1977. The drought of 2002-2005 caused loss of crops and livestock throughout much of the State and reduced revenues from lowered tourist visits.

G. **Earthquake.** Colorado is rated in the United States Geologic Survey

National Earthquake Hazard Maps have low to moderate earthquake risk. However, several earthquakes have occurred within the County, including a magnitude 3.6 near Coaldale. A total of seven (all less than 3.7 scale) earthquakes have occurred in Fremont County since 1965.

H. **Dam failure**. Dam failure is a technological threat facing many communities. In the last 100 years at least 130 of the more than 2,000 dams in the State have failed. In 1921 the Schaeffer Dam on Beaver Creek failed and in conjunction with heavy rains causing flooding in the Arkansas River basin killed 78 in Pueblo. There are approximately 34 dams which affect Fremont County including Class I (High Hazard) and Class II (Moderate Hazard) dams.

I. **Hazardous materials**. Hazardous materials used in agriculture, industry, and in the home pose a daily hazard to people and the environment. Coloradoans are vulnerable to the adverse effects of accidental leakage of hazardous materials or a deliberate act using these materials. *During the 2002-2005 period, the State Department of Public Health and Environment recorded 2,431 reported spills or releases; 993 were at fixed facilities.* Hazardous materials are transported over nearly every roadway throughout the County.

J   **Terrorism.** Fremont County is at risk for terrorism (domestic and international) and national security incidents. These incidents could take the form of threats and hoaxes, chemical, biological, radiological, nuclear, small-scale conventional weapons or explosives, large/ improvised explosives, or cyber-attacks. Fremont County is home to multiple state and federal prisons that house known terrorists.

PLANNING ASSUMPTIONS

Fremont County is subject to a variety of natural- and/or human-caused incidents.

Fremont County will commit all available resources to save lives and minimize injury to persons and infrastructure, the environment, and property both public and private. Disasters may occur at any time with little or no warning. In some instances, increased readiness measures and adequate warning may allow actions to be taken in advance. When a disaster exceeds Fremont County's resources and response capabilities, the County will request help from the State of Colorado and/or from mutual aid organizations.

It is essential that elected officials and administrators, as well as local response agencies are familiar with the EOP, and individuals and organizations will appropriately execute their assigned responsibilities as defined in the EOP. Fremont County bases the EOP on an all-hazard approach to emergency planning. It addresses general functions performed during any emergency and relies on Emergency Support Annexes as well as incident specific plans or annexes.

Fremont County has specific incident response plans to address the most likely disaster scenarios identified in the Hazard Identification and Risk Assessment **(HIRA)**, the Threat and Hazard Identification and Risk Assessment **(THIRA)**, Hazard Mitigation Plan **(HMP)** and the Colorado Emergency Preparedness Assessment **(CEPA)**:

A.   Government at all levels must continue to function under all threat, emergency, and disaster conditions.

B.   Incidents are typically managed at the local government level. Local jurisdictions should not plan on the arrival of State or Federal response assets until approximately 72 hours after the incident.

C.   If the Governor determines an emergency exists where the primary responsibility for response rests with the State because the emergency involves an area or facility for which the State government exercises exclusive preeminent primary responsibility for and authority over, the Governor may unilaterally direct the provision of assistance and will, if practicable, consult with the local jurisdiction.

D.   An emergency or disaster can occur at any time and any location. It may create significant degrees of human suffering, property damage and economic hardship to individuals, governments, the environment, and for the business community.

E. Information sharing occurs across multiple levels of government, the response community, and the private sector.

F. Citizens expect the government to keep them informed and to provide guidance and assistance in the event of a threat, emergency or disaster.

G. The premise of this Plan is that all levels of government share the responsibility for working together in preventing, preparing for, responding to, and recovering from the effects of an emergency or disaster event.

H. Each level of government will respond to an emergency or disaster to the extent of its available resources. Once these resources have been exhausted, or will soon be, mutual aid will be requested. If these are determined to be insufficient, then requests will be made from local to State and State to Federal Government.

I. With the increased possibility of terrorism and employment of weapons of mass destruction (WMD), biological, any technological emergency must be approached as if it could be an act of terrorism.

J. NIMS has been adopted by the County and is based on the Incident Command System (ICS) and will be used as the incident management system for all levels of response.

K. The priorities for incident management are to:

   1. Save lives and protect the health and safety of the public, responders, and recovery workers;

   2. Protect and restore critical infrastructure;

   3. Protect property and mitigate damages and impacts to individuals, communities, and the environment;

   4. When appropriate, conduct law enforcement investigations to resolve the incident, apprehend the perpetrators, and collect and preserve evidence for prosecution;

   5. Facilitate recovery of individuals, families, businesses, governments, and the environment;

   6. Ensure security of the homeland.

L. The County will modify normal operations and redirect resources to save lives, relieve human suffering, sustain survivors, protect property, and assist in reestablishing essential services. Lifesaving and life-protecting response activities have precedence over other emergency response activities

M.   Private and volunteer organizations, i.e., Red Cross, Salvation Army, Colorado Volunteer Organizations Active in Disasters (COVOAD), etc. will provide immediate life-sustaining relief to individuals and families, not normally available from government resources. Local agencies will assist these organizations by providing information, guidance, and coordination of their relief efforts.

N.   The County may declare a disaster or emergency if the effective response to an event is beyond the combined response capabilities of the County and affected local governments. Based on the findings of a joint Federal-State-local Preliminary Damage Assessment (PDA) indicating the damages are of sufficient severity and magnitude to warrant assistance under the Stafford Act, the President or Governor may grant a disaster or emergency declaration. (Note: In a particularly fast-moving or clearly devastating disaster, the PDA process may be deferred until after the declaration). *See Figure 2*.

| Local Emergency | → | Local Declaration | → | Capabilities Exceeded | → | Request for State Aid |
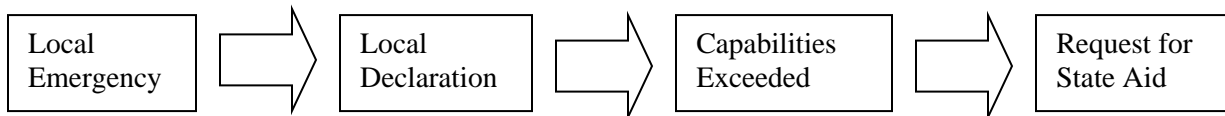
Figure 2

O.   Evacuation plans mostly lend themselves to events that are predictable and have adequate warning time. All other events are impromptu, and situation dependent requiring evacuation or shelter-in-place decisions based on hazard. However, when a local evacuation order is given, the State may provide assets to support that evacuation. This support assistance may utilize assets from the Colorado Department of Local Affairs, the Colorado Department of Transportation, the Colorado Department of Public Health and Environment, the Colorado State Patrol, the National Guard (Department of Military and Veterans Affairs), and other state agencies along with the Salvation Army and Red Cross. See the Fremont County Evacuation Plan.

P.   This EOP is based on the planning assumptions and considerations in this section:

• Incidents are typically managed at the lowest possible geographic, organizational, resource and jurisdictional level.

• All Fremont County incident management activities will be initiated and conducted using the principles contained in the NIMS and follow the ICS framework.

• A disaster or large-scale incident will require the Fremont County Office of Emergency Management to coordinate Fremont County government's response and/or resource and may:

    a. Occur at any time with little or no warning in the context of a general or specific threat or hazard.

    b. Overwhelm the capabilities of state and local governments, and private-sector infrastructure owners and operators.

    c. Span the spectrum of incident management to include mitigation/prevention, preparedness, response, and recovery.

    d. Resulting in casualties, fatalities, displaced people, property loss, disruption of normal life support systems, essential public services, and basic infrastructure, and significant damage to the environment.

    e. Impact critical infrastructure across sectors.

    f. Require County asset coordination and response timelines.

Colorado Emergency Preparedness Assessment (CEPA)

The Colorado Emergency Preparedness Assessment (CEPA) is a framework and tool to help state and local stakeholders assess risk, capabilities, and the potential need for support and resources during emergencies or disasters. CEPA provides a standardized and repeatable process to better understand the capabilities at the county/local level and allows for the examination and analysis of regional or statewide trends.

Fremont County participated in the CEPA process in 2023.

This CEPA process included multiple phases of development, including key stakeholder questionnaires, pre-workshop meetings, and an in-person meeting between state, county employees and local subject matter experts (SMEs) to discuss and analyze risk and capability information and to identify potential resource gaps. This process also provides an opportunity to promote continued communication and coordination among state and local partners. Information obtained during the CEPA process helps the state to better plan for and respond to the needs of counties. The state will protect the information gathered during the CEPA process and will not share county specific data with any other parties (including other counties) unless specific consent is provided.

The figure below is an example of a completed Capability Assessment chart, showing the county's rankings of each core capability 1 through 5. Using the results from this capability assessment, Fremont County was able to identify strong areas as well as any areas with gaps or weaknesses that might hinder mitigation or response operations or exacerbate any existing hazards or vulnerabilities. Fremont County utilized this knowledge as part of the basis for this EOP as well as for the separate hazard mitigation plan that accompanies this EOP.

Risk Assessment	
(Credible worst-case threat)	
Likelihood	
Very Low (1)	This event is not expected to occur within this county.
Low	There is the potential for this event to occur, but it is very unlikely in this county.
Medium	This event could occur, but it generally does not happen with any regular frequency in this county (natural/accidental hazards) and current intelligence does not indicate that it is an imminent threat (for terrorism).
High	It is likely that this event will occur in this county based on historical precedence (natural/accidental hazards) or current intelligence reporting (terrorism threats).
Very High (5)	This event is expected to occur, without question, based on historical precedence in this county (natural/accidental hazards) or current intelligence reporting (terrorism threats).
Consequence	
Very Low (1)	This event would cause virtually no impact on the people, responders, property and economy in this county.
Low	The impact of this event would be minimal on the people, responders, property, and economy in this county; response could generally be done without mutual aid.
Medium	The impact of this event would be noticeable on the people, responders, property and economy in this county; mutual aid would likely be needed from other counties and/or the State.
High	The impact of this event would be very significant on the people, responders, property and economy in this county; significant mutual aid resources would be called in from surrounding counties, the State, and the Federal government.
Very High (5)	This event would have a devastating (or potentially catastrophic) impact on the people, responders, property and economy in this county; all mutual aid networks (local, State, and Federal) would be immediately utilized and government functions would severely or wholly be compromised.

Capability Assessment Scale
POETE (Planning, Organization, Equipment, Training, and Exercises)

Score	Description	Scoring Metric
1 Very Low Capability range: 0-20%	Recognition of the need but little or no effort or resources devoted to develop this element of the capability	• Planning: No relevant plans, policies/procedures exist • Organization: 0-20% of the required organizational structure/staffing exists • Equipment: 0-20% of the required equipment exists (to include facilities and materials) • Training: 0-20% of the required training has been conducted • Exercises: No exercises/real-world incidents have occurred in the past 5 years
2 Low Capability range: 21-40%	Initial efforts and resources underway to develop this element of the capability	• Planning: plans, policies/procedures exist • Organization: 21-40% of the required organizational structure/staffing exists • Equipment: 21-40% of the required equipment exists (to include facilities and materials) • Training: 21-40% of the required training has been conducted • Exercises: Exercises/real-world incidents have occurred; areas for improvement have been identified but not addressed
3 Medium Capability range: 41-60%	Moderate progress towards developing this element of the capability	• Planning: Plans, policies/procedures are complete, but require an update or need to be formalized • Organization: 41-60% of the required organizational structure/staffing exists • Equipment: 41-60% of the required equipment exists (to include facilities and materials) • Training: 41-60% of the required training has been conducted • Exercises: Exercises/real-word incidents have occurred; some identified areas for improvement addressed
4 High Capability range: 61-80%	Significant efforts underway and this element of the capability is nearly developed	• Planning: Plans, policies/procedures are complete and have been updated within the past 5 years • Organization: 61-80% of the required organizational structure/staffing exists • Equipment: 61-80% of the required equipment exists (to include facilities and materials) • Training: 61-80% of the required training has been conducted • Exercises: Exercises/real-world incidents have occurred; most (more than 50%) identified areas for improvement have been addressed
5 Very High Capability range: 81-100%	Element of the capability is fully developed and resources are devoted to sustain the effort	• Planning: Plans, policies/procedures are complete/up-to-date & verified through exercises/real-world events • Organization: 81-100% of the required organizational structure/staffing exists • Equipment: 81-100% of the required equipment exists (to include facilities and materials) • Training: 81-100% of the required training has been conducted • Exercises: Exercises/real-world incidents have occurred; all (100%) identified areas for improvement have been addressed

Response Capacity Scale	
Based on current capacity and your experiences with previous disasters, how long can you deliver this capability without assistance from outside the County?	
Less than 24 hours (LOW)	The County would need additional support or assistance from outside the County almost immediately.
24 hours (LOW)	The County would initially be able to deliver this capability for 24 hours or approximately two operational periods, but then would require support or assistance from outside the County.
48 hours (MEDIUM)	The County would be able to deliver this capability for 48 hours or approximately four operational periods, but then would require support or assistance from outside the County.
72 hours (MEDIUM)	The County would be able to deliver this capability for 72 hours, but then would require support or assistance from outside the County.
More than 96 hours (HIGH)	The County would be able to deliver this capability for more than 96 hours without support or assistance from outside the County.

Capability Assessment

Capability	Score
Threats and Hazard Identification	5.0
Fire Management and Suppression	4.6
Public Health, Healthcare, Emergency Med Services	4.6
Situational Assessment	4.6
Infrastructure Systems	4.4
Health and Social Services	4.2
Public Information and Warning	4.2
Risk-Disaster Resilience Assessment	4.2
Environmental Response/ Health & Safety	4.0
Forensics and Attribution	4.0
Planning	4.0
Access Control and Identity Verification	3.8
Critical Transportation	3.8
Cybersecurity	3.8
Operational Communications	3.8
Community Resilience	3.6
Long-Term Vulnerability Reduction	3.6
Intelligence and Information Sharing	3.4
Logistics and Supply Chain Management	3.4
Mass Search and Rescue Operations	3.4
On-Scene Security & Protection	3.2
Physical and Protective Measures	3.2
Supply Chain Integrity and Security	3.2
Fatality Management Services	3.0
Risk Management for Protection Programs & Activities	3.0
Operational Coordination	2.8
Economic Recovery	2.6
Mass Care Services	2.6
Interdiction and Disruption	1.8
Natural and Cultural Resources	1.8
Screening, Search, and Detection	1.8
Housing	1.0

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Risk Assessment

Hazard	Likelihood	Consequence	Relative Risk
Cyber Attack	Very High	High	20
Flood	Very High	High	20
Post Wildfire Flooding*	Very High	High	20
Severe Wind	Very High	High	20
Thunderstorms and Lightning	Very High	High	20
Wildfire	Very High	High	20
Pest Infestation	High	High	16
Power Failure	High	High	16
Drought	Very High	Medium	15
Hail	Very High	Medium	15
Active Shooter/Threat	Medium	High	12
Animal Disease	Medium	High	12
Civil Disorder/Disturbance	Medium	High	12
Erosion and Deposition	Medium	High	12
Explosive Attack/Bomb Threat	Medium	High	12
Hazardous Materials Release	Medium	High	12
Infrastructure Failure	Medium	High	12
Water Contamination	Medium	High	12
Dam and Levee Failure	Low	Very High	10
Radiological Release	Low	Very High	10
Wildlife-Vehicle Collisions	Very High	Low	10
Extreme Temperature Heat/Cold	Medium	Medium	9
Landslides, Mud/Debris Flows and Rock Falls	Medium	Medium	9
Mine Accidents	Medium	Medium	9
Severe Winter Weather	Medium	Medium	9
Subsidence & Abandoned Mine Lands	Medium	Medium	9
Pandemic/Epidemic	Low	High	8
Terrorist Attack	Low	High	8
Dense Fog	Medium	Low	6
Earthquake	Low	Medium	6
Expansive Soils and Heaving Bedrock	Medium	Low	6
Chemical, Biological, and Nuclear Attack	Very Low	Very High	5
Radon (Rn), Carbon Monoxide (CO), Methane (CH4) Seeps	Low	Low	4
Tornadoes	Low	Low	4
Avalanche	Low	Very Low	2

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Response Capacity Assessment

Capability	Based on the county's current capacity and experience with previous disasters, how long can the county deliver the response core capabilities without outside assistance?
Critical Transportation	More than 96 hours
Mass Care Services	More than 96 hours
Operational Communications	More than 96 hours
Public Health, Healthcare and EMS	More than 96 hours
Public Information and Warning	More than 96 hours
Situational Assessment	More than 96 hours
Infrastructure Systems	72 hours
Logistics and Supply Chain Management	48 Hours
Mass Search and Rescue Operations	48 Hours
Planning	48 Hours
Fire Suppression and Management	24 Hours
On-Scene Security, Protection and Law	24 Hours
Operational Coordination	24 Hours
Environmental Response/Health and Safety	Less than 24 Hours
Fatality Management Services	Less than 24 Hours

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CONCEPT OF OPERATIONS

The Concept of Operations (**CONOPS)** section explains Fremont County's intended approach to addressing all-hazard events. The information presented here is scalable, flexible, and general, as it applies to plausible emergency, disaster, or catastrophic events in the County. The CONOPS section does not include specific procedures. This section addresses the integration of Fremont County into the larger disaster response picture. Fremont County will be responsible as the lead agency for those incidents in which Fremont County has jurisdiction.

A.   General

1.   The concept of operations of this Plan is based on the premise that the capabilities and resources of the local agency having jurisdiction are exceeded by an emergency or disaster event, thereby requiring the assistance of local government. Such assistance will be provided by agencies operating as part of an effort coordinated by the Office of Emergency Management operating on behalf of the County except in those instances that fall under the Sheriff, such as wildland fire and search and rescue. Emergency Management may request assistance from the State of Colorado if the capabilities and resources of local governments are exceeded. Activation of this Plan and other annexes and supplemental plans will be at the request of Emergency Management. This will also be in conjunction with the activation of the Emergency Operations Center (EOC). Individual ESFs of this plan may be activated by the ESF leads for smaller incidents.

2.   The EOP is the general plan for managing incidents and details the coordinating structures and processes used during emergencies in the County. Other supplemental agency plans provide details on authorities, response protocols, and technical guidance for responding to and managing specific situations (such as hazardous materials spills, wildland fires, health emergencies, etc.).

3.   Continuity of operations from the local jurisdiction(s) through State level response is manifested through standardization. Standardized operational management concepts are based on ICS, NIMS, and the hierarchy of governmental responsibility and authority. A Continuity Plan for county agencies is available through OEM.

4.   Incidents are handled at the local government level. In some instances, a state agency in the local area may act as a first responder and may provide direction or assistance consistent with its specific statutory authorities and responsibilities.

EMERGENCY OPERATIONS CENTER

Fremont County maintains an Emergency Operation Center (EOC) that provides support to Incident Command (IC) in the field during an incident. Many incidents can be managed in the field, however complex incidents may require additional support and coordination capability from the EOC. (Examples of such incidents that have occurred in Fremont County include wildland fires, cyber-attack, and the COVID-19 pandemic, all of which extend beyond one operational period and have complex needs for resources, coordination and consequence management.

The EOC is directed by the EOC Director. The EOC is organized in an EOC ICS Structure that includes Sections (Operations, Planning, Logistics and Finance & Administration) and Emergency Support Functions (ESFs). Each ESF is described in detail in the Functional Annex of this Plan. The organization of the EOC's Sections and ESF's support the EOC Community Lifelines Concept.

The EOC provides a vital link in coordinating complex incidents involving multiple governmental jurisdictions. The EOC will be activated at the appropriate level to support the complexity of the incident. The OEM will determine which ESFs will be activated depending upon the incident. The EOC will be activated at the appropriate level to support the complexity of the incident. The level of activation will be determined by OEM/EOC Director or designee.

EOC Activation Levels

• **Level 3 Activation**: This is an OEM staff only activation. The situation may be an incident of significance (community impact). The EOC is opened, and OEM Staff assume basic roles in the EOC. This level of activation is used in the early phases of an incident that has the potential to grow into something large enough to require EOC coordination capability but does not currently require it.

With a Level 3 Activation the EOC is in a "*leaning forward*" mode, ready to call in additional staff if the situation escalates.

• **Level 2 Activation**: The incident has grown and requires EOC Coordination and support, however not all ESFs are required to manage the incident. This type of incident extends beyond the capabilities of local controls and is expected to go into multiple operational periods. This is an incident of significance and may be a declared emergency or disaster and may require assistance from multi-jurisdictional, regional, state, and/or federal resources to effectively manage the operations, command, and general staffing.

• **Level 1 Activation**: The incident has grown to a level of complexity requiring support from most, if not all, ESFs. This type of incident is the most complex, requiring federal resources to manage and operate safely and effectively.

Note: Any activation of the EOC will be supported by the necessary emergency support functions (ESFs) required to support the incident. Some of the ESFs not initially activated may be added later, as the nature and scope of the incident is better understood.

The EOC provides a vital link in coordinating complex incidents involving multiple governmental jurisdictions. The EOC will be activated at the appropriate level to support the complexity of the incident. The OEM will determine which ESFs will be activated depending upon the incident.

Incident Typing

The severity of an incident dictates the level or degree of emergency response required and facilitates the activation of the Fremont County EOC. The use of incident typing provides a standardized classification system to assist emergency response personnel in the identification of appropriate response and resource mobilization levels.

The incident types used by Fremont County are consistent with the typing found in ICS guidelines.

The Incident Types are in the Table below (pages 26-29)

Incident Type	Description	ICP & EOC Activations	Examples
Type V	*One or two single resources with up to six personnel are required to mitigate the incident Single incident and no activation of command or general staff*	*No formal ICP required, no EOC activation.* *•A written Incident Action Plan (IAP) is not required.* *•The incident can be contained within the first operational period, often within a few hours after resources arrive on scene.*	*Routine incidents; vehicle fire, medical call, isolated power outage or a law enforcement traffic control incident*
Type IV	*Single incident requiring several different resources for mitigation, but typically limited to a single operational period. Additional local responders, the command and general staff functions are activated as needed*	*ICP may be small scale, EOC may be partially activated* *•The incident is usually limited to one operational period in the control phase.* *•A written IAP is not required, but a documented operational briefing will be completed for all incoming resources.* *•The agency administrator may*	*A multi-vehicle accident with fatality or major highway closure, large grass fire, or a search and rescue operation.*

	have briefings and ensure the complexity analysis and delegations of authority are updated. *•The role of the agency administrator includes operational plans including objectives and priorities.*		
Type III	*Single or multiple incidents requiring multiple resources and may extend into multiple operational periods. Some or all command and general staff are usually activated, and division/group supervisors and/or unit leader level positions may be required.* *•Capability requirements exceed initial occurrence and multiple agencies become involved.* *•The situation may be an incident of significance (community impact).* *•Incident Command System positions will be added to match the complexity of the incident.* *•Some or all the command and general staff, division or group supervisors and unit leader*	*Fremont County EOC and Local Mutual Aid ICP often required, EOC may be partially or fully activated for a few operational periods.* *•Fremont County EOC may be activated.* *• Joint Information Center may be established.* *•The incident may extend into multiple operational periods.* *•Mutual aid or state assistance will be required.* *•A written IAP is required for each operational period.*	*School shooting, large structure or wildfire, blizzard, or widespread and extended utility outage.*

	positions may be activated.		
Type II	*A disaster which exceeds local resources and may exceed regional resources, requiring state-level assistance and often goes into multiple operational periods. Most or all of the command and general staff positions are filled.* *•Typically, operational personnel do not exceed 200 per operational period and the incident personnel do not exceed 500, although this may vary*	*More elaborate ICP and on-site staging required, EOC fully activated for prolonged staffing periods.* *•The incident may be transferred to an Incident Management Team* *•The Fremont County EOC will be activated,* *•The State EOC may be activated.* *•A Joint Information Center is established.* *•A written IAP is required for each operational period.* *•Most of the functional units are staffed.* *•The FCOEM is responsible for the incident complexity analysis (may be assisted by the state.* *•The BOCC and Policy Group have overall oversight of the incident, County management briefings, and the written delegations of authority.*	*Large wildfire or sustained power outage where a significant number of citizens are affected, or a significant amount of property damage has or is expected to occur.*

Type I	**The most complex type of incident, which requires federal resources for incident management. Local agencies may require additional staff for office administrative and support functions.* *•The incident has a significant impact on Fremont County. Additional staff for administrative and support functions may be required.*	*ICP is the most sophisticated setup, EOC fully activated and staffed for extended periods.* *•If Fremont County is not directly affected, the EOC Team may be activated in support of other jurisdictions, including state governments* *•The incident will be transferred to an Incident Management Team.* *•The Fremont County EOC and State EOC are activated.* *•A Joint Information Center is established.* *•All command and general staff positions are activated.* *•Branches are established.* *•The FCOEM, working with on-scene Incident Command, is responsible for the incident complexity analysis, overall situational awareness of the incident, county management briefings, and working with the Policy Group for the delegation of authority.*	*Major wildfire involving multiple structures or a pandemic*

Emergency Operations Center (EOC) Team

The capabilities of the EOC are supported by a volunteer team comprised of members from governmental departments and agencies across the county as well as Subject Matter Expert (SME) volunteers from the community. The EOC Team assists in the coordination of information, resources, logistics and consequence management during large incidents in the county. The EOC Team is constructed of Sections (Operations, Planning, Logistics and Finance & Administration) and ESFs, with each ESF specializing in a specific area of disaster coordination and support. The EOC Team meets and trains on a regular basis to gain and maintain proficiency and readiness with EOC systems and practices.

The EOC Team is activated on an as needed basis by the OEM/EOC Director or designee through an ascending tier of EOC activation levels.

Incident Command (IC) / Emergency Operations Center (EOC) Interface

For major emergencies, disasters, and large planned events, Fremont County OEM will activate the Fremont County Emergency Operations Center (EOC), located at **1901 East Main Street, Canon City, CO**. Upon activation of the Fremont County EOC, it is essential to establish a division of responsibilities between the incident command post and the EOC. An outline of the general division of responsibilities is included below. It is essential that a precise division of responsibilities be determined for specific emergency operations.

Incident Command (IC)

Fremont County manages all incidents and emergencies through the principles of the National Incident Management System (NIMS) and the Incident Command System (ICS). The five basic functional sections within ICS include Incident Command, Operations, Planning, Logistics, and Finance/Administration.

As the incident requires, additional functional sections may be activated. This includes Intelligence/Investigations for law enforcement and/or epidemiological events activities. ICS is a framework, and as such, can be expanded or contracted to address the situation at hand. ICS components during a response will be adjusted to address the unique operational needs of a specific incident. At the local level, coordinating structures are usually composed of entities within specific functional areas, such as public works, law enforcement, emergency medical services, and fire departments.

On scene integration among these structures may occur at incident command posts (ICP) and more frequently at one or more local EOCs. The Incident Commander is responsible for field operations and tactical decisions, including, but not limited to:

- Directing and controlling the on-scene response to the emergency and managing the emergency resources committed there using ICS and NIMS standards;

- Warning the population in the area of the incident and providing emergency instructions to them;

- Determining and implementing protective measures (evacuation or in-place sheltering) for the population in the immediate area of the incident and for emergency responders at the scene;

- Implementing traffic control arrangements in and around the incident scene; and

- Requesting additional resources from the Fremont County EOC logistic section chief.

Field Organization

ICS will be established by the first arriving units in the field. An Incident Commander (IC) assumes command of the scene and assigns positions within the ICS as the incident evolves. *The basic Command and General Staff structure is as follows:*
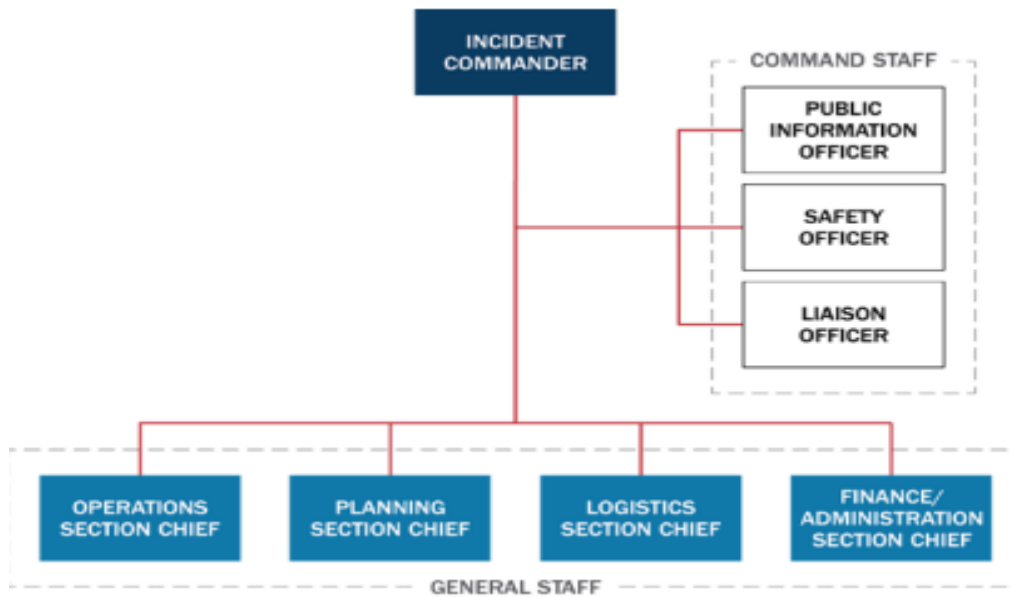
Example: Basic Incident Command; ICS organization with a Single Incident Commander

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Unified Command

An ICS may be expanded to include Unified Command (UC) for complex responses, which often require multi-agency resources. When it becomes necessary to establish a UC, the UC replaces the Incident Commander function and becomes an essential component of an ICS.

The UC provides the organizational management tool to facilitate and coordinate the effective involvement of the various agencies; it creates the link between the organizations responding to the incident; and provides a forum for these agencies to make decisions in a collaborative fashion. The UC is responsible for filling each of the major management responsibilities of the ICS referenced above. *The Unified Command Structure is referenced in Example below.*

```
                    ┌─────────────────────────┐
                    │   Unified Command       │
                    │ Fire, Law Enforcement,  │
                    │   Public Health, EMS,   │──────┐
                    │   Public Works, and     │      │── Safety Officer
                    │  Emergency Management   │      │── Liaison Officer
                    └─────────────────────────┘      │── Public Information Officer
                              │
    ┌──────────────┬──────────┴──────────┬──────────────────┐
 Operations    Planning Section      Logistics Section   Finance/Administration
 Section Chief,  Chief, Deputy(s)        Chief              Section Chief
 Deputy(s)       Fire-LE-PH-EMS
 Fire-LE-PH-EMS
                    │                     │                     │
                  Units                Branches               Units
```
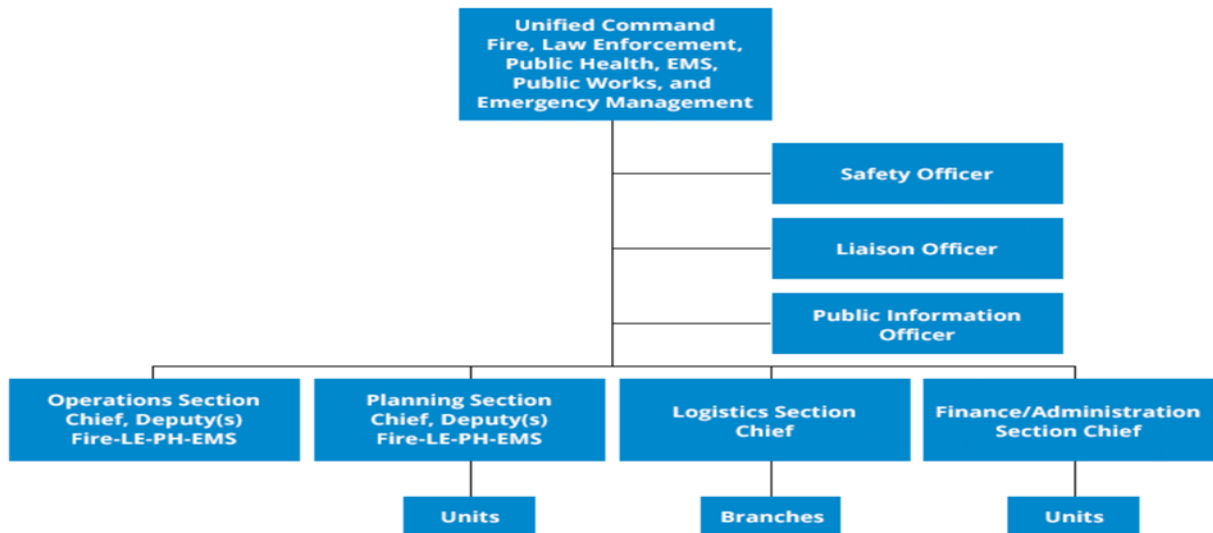
Example -Unified Command Structure

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INFORMATION COLLECTION AND DISSEMINATION

The EOC will serve as the hub for information collection, analysis, and dissemination of information relating to incidents or events. The Public Information Officer (PIO)/Joint Information Center (JIC) within the EOC plays a large role in the collection, analysis, and dissemination of information. Information gathered by responders on scene, by communications centers and dispatch centers, the media, and the public in general will be analyzed by stakeholders, departments, agencies, and organizations and verified.

Information needing to be disseminated to responders will be disseminated via the on-scene incident command staff and information needing to be disseminated to the public will be disseminated via the PIO/JIC. Available media outlets will be utilized by the PIO/JIC to get necessary information to the public as soon as possible.

Periodic EOC briefings will be held to update agencies, departments, organizations, and entities of the status of the incident, event, or disaster. The briefings will take place as often as necessary, determined by the EOC Manager. Briefings should occur at least once per shift, with the understanding that the schedule may be and will be adjusted to suit the needs of the situation.

Information needing to be shared with other levels of government, other agencies and departments outside the county, and the private sector will be shared as necessary to ensure public safety, economic integrity, and effective resources for response and recovery.

Multi-Agency Coordination

Larger scale emergencies involve one or more responsible jurisdictions and/or multiple agencies. The greater the complexity, impact and geographic scope of an emergency, the more multi-agency coordination may be required. Management personnel from the responsible jurisdictions form a Unified Command and/or a Multi-Agency Coordination (MAC) group.

Provision is made for situational assessment, determining resource requirements, establishing a logistical system and allocating resources. Various emergency operations centers, dispatch centers and other essential facilities located in or adjacent to the affected area are activated at this time

Note: Multi-Agency Coordination e, Example is referenced on following page.
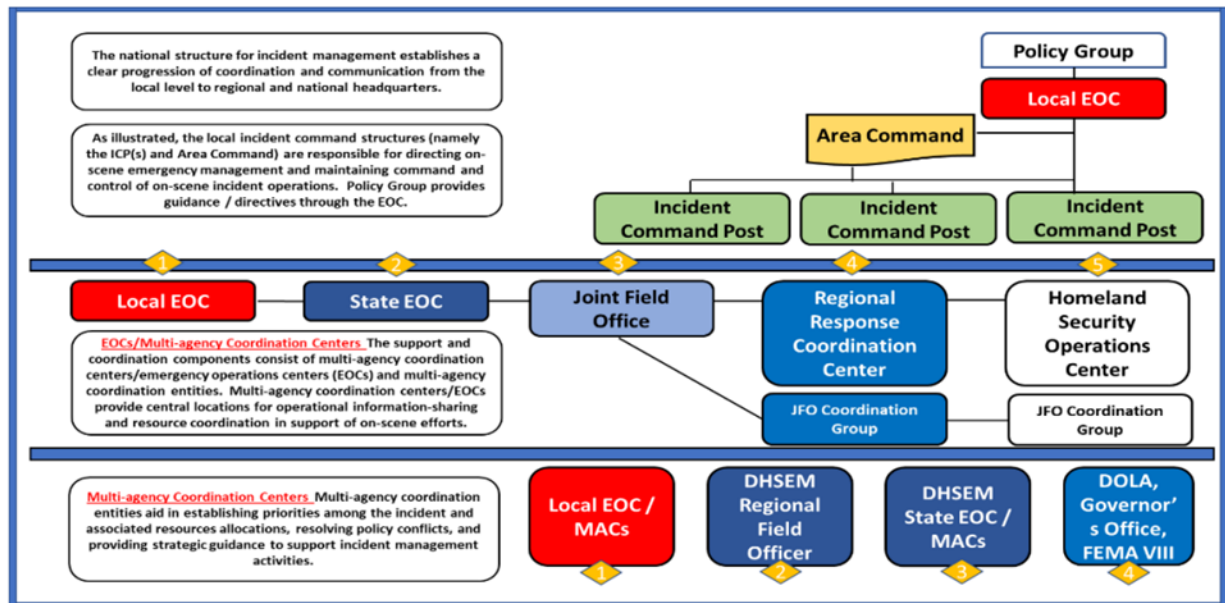
Example - Multi Agency Coordination

Coordination with Field Response

Communications and coordination must be established between the EOC and field responders who are responding within the county boundaries. This is accomplished through coordination between the ICP and the EOC, and more directly between an OEM Liaison assigned to the ICP and the EOC Manager at the EOC.

Coordination with Local Jurisdictions, Agencies and Special Districts

Direct communications and coordination will be established between Fremont County and any activated municipal EOC. Additionally, as time permits, communications will be established by the County with other local jurisdictions that do not have an EOC or have not activated their EOC.

Ideally, communications and coordination among municipalities and special districts will occur along functional lines. An agency representative from any jurisdiction may request to have a liaison at the County EOC. During disasters some agencies and some types of special districts will be more extensively involved in the emergency response by directly coordinating, communicating, and assisting local/county government (for instance utilizing school districts for incidents involving evacuations, school facilities, or students).

If an agency or special district does not send a representative to the EOC, then the Liaison Officer in the EOC will be responsible for establishing communications and coordination with the agency or special district liaison. As an incident grows, the EOC works with the CRCA911(FRECOM)

Dispatch to coordinate and track resources that are brought in from other governments/agencies/districts. In multi-county events, Fremont County may also request liaison representatives to report to the EOC for enhanced coordination.

Coordination with State and Federal Agencies

Should an incident require State and/or Federal resources, OEM will coordinate these resources through the EOC. Colorado Division of Homeland Security & Emergency Management (DHSEM) will send a Regional Field Officer (RFO) to the EOC. Complex incidents may require an activation of the State Emergency Operations Center (SEOC).

The OEM will request activation of the State Resource Mobilization Plan and will coordinate with DHSEM for State and Federal level resources. DHSEM may request Federal level assets on behalf of OEM. These resources may be ordered to meet resource requirements for OEM. For wildland fire incidents exceeding local capabilities, additional resources may be ordered following local protocols.

Plan Activation and Emergency Declaration Process

The EOP is always active and in use in one way or another, but escalation due to a large-scale event may occur at any time and can be accomplished due to the flexible nature of the plan. The EOP should go into effect whenever the Director of Fremont County OEM or their designee orders the declaration. Fremont County OEM assumes all responsibility for disaster response on behalf of Fremont County through the roles outlined in this EOP. The Fremont County EOP may also be activated as part of mutual aid and assistance to other jurisdictions that have requested assistance in response to a major event. Activation of the EOP may be for a specific location within the jurisdiction or could include the entire jurisdiction.

When a local jurisdiction or response agency requires assistance with providing logistical support for an incident, the Fremont County Director of Emergency Management or their designee may activate the EOC. The Fremont County BOCC, County Administrator, Fremont County Sheriff, Fremont County Coroner, Canon City Fire Protection District Fire Chief, City of Florence Fire Chief, Fremont County Fire Protection District Fire Chiefs, City and Municipalities Mayors, City Administrators, Police Department Chief City of Florence, Police Department Chief Canon City, the Incident Commander, or their designated representative may request to the Emergency Manger, or their designee, to activate the EOC. Activation is based on analysis of a widespread emergency or disaster that affects many parts of Fremont County.

The activation of the Fremont County EOC establishes coordination between the Fremont County OEM, local and mutual-aid agreement response agencies, governments, private businesses, and non-governmental organizations. Mutual aid agreements include individual agreements between Fremont County and single entities and the South Region Emergency Management Mutual Aid agreement, which covers Fremont, Pueblo, Custer, Huerfano, and Las Animas Counties OEM.

More information regarding EOC Activation can be found in the EOC Activation and Management Annex.

A Disaster/Emergency Declaration is an administrative tool used by local governments and special districts to signal to its constituents and other governments that an emergency exceeds or has the potential to exceed local capacity. Disaster/Emergency Declarations may be used to

authorize spending, enable emergency authorities, suspend laws and policies that inhibit an effective response, encourage prioritization of resource requests, and open channels for state and federal resource and financial support.

A local municipality or special district may declare a local disaster or an emergency by notifying the Fremont County Emergency Manger and the Fremont County BOCC.

Fremont County may issue a Disaster Emergency Declaration at the county level when an incident or potential incident is of such severity, magnitude and/or complexity that it is considered a disaster.

At the request of the County, the State of Colorado may also issue a State Declaration of Disaster/Emergency and will serve as the channel to the federal government should thresholds be met to request a Presidential Disaster Declaration in accordance with the Robert T. Stafford Disaster Relief and Emergency Assistance Act. In the context of Presidentially Declared Disasters, the U.S. Department of Homeland Security coordinates supplemental federal assistance when the consequences of the incident exceed local and state capabilities.

More information regarding Fremont County's Disaster/Emergency Declaration Process can be found in the Fremont OEM Disaster Declaration Annex.

DISASTER FINANCE

The Authority Having Jurisdiction (AHJ) is responsible for the cost of the incident.

A major disaster or emergency may require the expenditure of large sums of County funds. The Fremont County Finance Department will have oversight, to ensure the proper and efficient process of specific governmental functions relating to procurement transactions, contracts, purchasing card limits and approval authority of the allocation of funds when required during emergency conditions, a State of Emergency and/or a Local Disaster Declaration.

Expenditures are tracked from the onset of an incident. The proper ICS forms will be used at the ICP and at the EOC to track expenditures to optimize the full potential reimbursements from any applicable funding source.

If a Delegation of Authority is made, the Delegation will specify financial responsibility for the incident by operational period as well as any financial constraints.

County expenditures will be routed through the Fremont County Finance Department.

Receipts will be maintained for reimbursement and audit purposes. If a disaster is declared, Finance will pursue all potential sources for funding reimbursement. Wildland fire incidents that may qualify for funding through the Wildfire Emergency Response Fund (WERF), and/or The Emergency Fire Fund (EFF) will be managed by the Colorado Division of Fire Prevention and Control (DFPC). The DFPC will assist with completing the appropriate paperwork for reimbursement purposes.

It is important to recognize that both County and State damage thresholds must be met before Federal disaster assistance is available. Federal funding is made available through the Federal Fire Management Assistance Grant (FMAG). FMAG provides a **25%/75% cost sharing** with the State for eligible expenses

Disaster Operations

Pre-disaster planning and preparation sets organizations up for success in the aftermath of a disaster.

Fremont County OEM pre-disaster operations include:

- Routine training and exercise schedules

- Tabletop Exercise annually

- Quarterly Tabletops or other exercises, as training needs arise;

- Participation in the South Region Integrated Preparedness Plan (IPP) for classes and trainings

- Quarterly communications drills

- Annual full-scale exercises collaborating with local agencies in planning and exercising to include; Fremont County Sheriff's Office, Fremont County Coroner, Florence Police Department, Canon City Police Department Canon City Fire Protection District, City of Florence Fire, Fremont County Fire Protection Districts, Common Spirit St. Thomas More Hospital, Fremont County EMS Service Providers, Fremont County Search and Rescue, Fremont County Government ,Fremont County Public Health, Fremont County School District, County and Municipal Water Districts, Fremont Sanitation, City and Municipalities Mayors and Administration, among others

- Develop and maintain positive relationships with key stakeholders, agencies, regional and neighboring emergency management offices and mutual aid partners, and others

Response to Disaster Operations

Fremont County uses this EOP in conjunction with response-related plans such as the EOC Activation Annex, Continuity of Operation Plans, Alert and Warnings Plan, Evacuation Plan, Resource Annex and others to support disaster response operations. Additionally, Fremont County coordinates with local-response agencies, the Fremont County Admin. Group, and incident-specific ESF's in the immediate hours following a disaster to begin utilizing the EOP to respond to the emergency/disaster. Fremont County executes the EOP and above-mentioned plans by:

- Briefing the Board of Commissioners, County Administrator, and other key Elected Officials, applicable department representatives, and County employees

- Reviewing the EOP and all relevant annexes, policies, and procedures

- Increasing public information capabilities (i.e., adding, assigning, and/or training personnel, activating JIC, implementing technology support systems, etc.)

- Providing just-in-time training

- Inspecting critical facilities and equipment, including the testing of warning and communications systems

- Recruiting additional staff, registering volunteers, and swearing in disaster service workers, as needed

- Warning at-risk elements of the population

- Conducting precautionary evacuations in the potentially impacted area(s)

- Mobilizing personnel and pre-positioning resources and equipment

- Contacting local (city, county, and special districts), state, and Federal agencies that have responsibility or resources

- Activating the Fremont County EOC to an appropriate level, and incident specific ESFs to coordinate immediate disaster response tasks and consequence management tasks

- Notifying employees, Departmental Heads/ ESF leads, and policy group members of a response through Everbridge notifications and departmental/ESF-based phone contacts, and WebEOC update/ situational awareness posts

- Having open lines of communication between the EOC and Incident Command to order and track resources, working with partner agencies and mutual aid, and facilitating consequence management tasks

- Utilizing pre-established mutual aid agreements to backfill and support County resources

Recovery from Disaster Operations

The phases of recovery, or the "recovery continuum," as FEMA refers to them, offer a process of interdependent and often concurrent activities that seek to progressively advance a community toward a successful recovery. Decisions made and priorities set early in the recovery process by a community have a cascading effect on the nature and speed of the recovery progress. While the immediate lifesaving activities are occurring, it is important to begin assessing how soon the response phase can transition to recovery.

As Fremont County enters the recovery phase of disaster operations, Fremont County will implement the Fremont County Disaster Recovery Plan. This flexible framework will guide Fremont County and partner agencies in transitioning from incident stabilization and short-term recovery to long-term efforts utilizing the National Disaster Recovery Framework and the 6 Recovery Support Functions (RSF).

Due to the size and rural nature of Fremont County, many ESF-leads will transition into RSF leads. The EOC will collaborate with the appropriate RSF leads and support

organizations, including Fremont County Community Planning and Development, the Upper Arkansas Area Council of Governments (UAACOG), the Fremont County Economic Development Corporation (FEDC) and Fremont County Administration, as well as the State of Colorado and FEMA as appropriate by:

- Identifying when it is appropriate to transition into short-term recovery, and then into long-term recovery

- Creating and implementing demobilization plans, in conjunction with Incident Command

- Developing short and long-term recovery plans to support impacted communities with appropriate partners

Short-term recovery - activities include but are not limited to:

- Restoration of essential services and social/economic functions

- Transition from EOC operations to Recovery Operations Center (ROC) or County departments based on their functional responsibilities

- Damage assessment (through the use of Crisis Track)

- Debris management

- Local Assistance Center (LAC) operations

- Provision of temporary housing

- Deployment of financial management systems for cost recovery through state and federal reimbursement programs

- Activities to support proclamations and requests for assistance

- Advanced planning for long-term recovery needs

Long-term recovery - activities include but are not limited to:

- Reconstructing facilities and infrastructure

- Planning and rebuilding of housing

- Implementing waivers, zoning changes, and other land-use legislation to promote recovery

- Providing long-term assistance to displaced families, including financial support as well as social and health services

- Restoring the local economy to pre-disaster levels

- Integrating mitigation strategies into rebuilding efforts

- Recovering disaster-related costs for infrastructure restoration through state and federal grant programs.

  In addition to a discrete set of activities and funding mechanisms, recovery is also an aspirational planning process that requires the sustained engagement of many partners to enact a shared vision for an improved and more resilient community.

More information can be found in the Fremont County Disaster Recovery Plan, located in the Director of Emergency Management office

NATIONAL RESPONSE FRAMEWORK (NRF)

NATIONAL DISASTER RECOVERY FRAMEWORK (NDRF)

SIZE AND SCOPE OF DISASTER AND RECOVERY EFFORTS

PREPAREDNESS
ONGOING

DISASTER

SHORT-TERM
DAYS

INTERMEDIATE
WEEKS–MONTHS

LONG-TERM
MONTHS–YEARS

PRE-DISASTER PREPAREDNESS
Examples include:
- Pre-disaster recovery planning
- Mitigation planning and implementation
- Community capacity- and resilience-building
- Conducting disaster preparedness excersises
- Partnership building
- Articulating protocols in disaster plans for services to meet the emotional and health care needs of adults and children

SHORT-TERM RECOVERY
Examples include:
- Mass Care/Sheltering
  → Provide integrated mass care and emergency services
- Debris
  → Clear primary transportation routes
- Business
  → Establish temporary or interim infrastructure to support business reopenings
  → Reestablish cash flow
- Emotional/Psychological
  → Identify adults and children who benefit from counseling or behavioral health services and begin treatment
- Public Health and Health Care
  → Provide emergency and temporary medical care and establish appropriate surveillance protocols
- Mitigation Activities
  → Assess and understand risks and vulnerabilities

INTERMEDIATE RECOVERY
Examples include:
- Housing
  → Provide accessible interim housing solutions
- Debris/Infrastructure
  → Initiate debris removal
  → Plan immediate infrastructure repair and restoration
- Business
  → Support reestablishment of businesses where appropriate
  → Support the establishment of business recovery one-stop centers
- Emotional/Psychological
  → Engage support networks for ongoing care
- Public Health and Health Care
  → Ensure continuity of care through temporary facilities
- Mitigation Activities
  → Inform community members of opportunities to build back stronger

LONG-TERM RECOVERY
Examples include:
- Housing
  → Develop permanent housing solutions
- Infrastructure
  → Rebuild infrastructure to meet future community needs
- Business
  → Implement economic revitalization strategies
  → Facilitate funding to business rebuilding
- Emotional/Psychological
  → Follow-up for ongoing counseling, behavioral health, and case management services
- Public Health and Health Care
  → Reestablishment of disrupted health care facilities
- Mitigation Activities
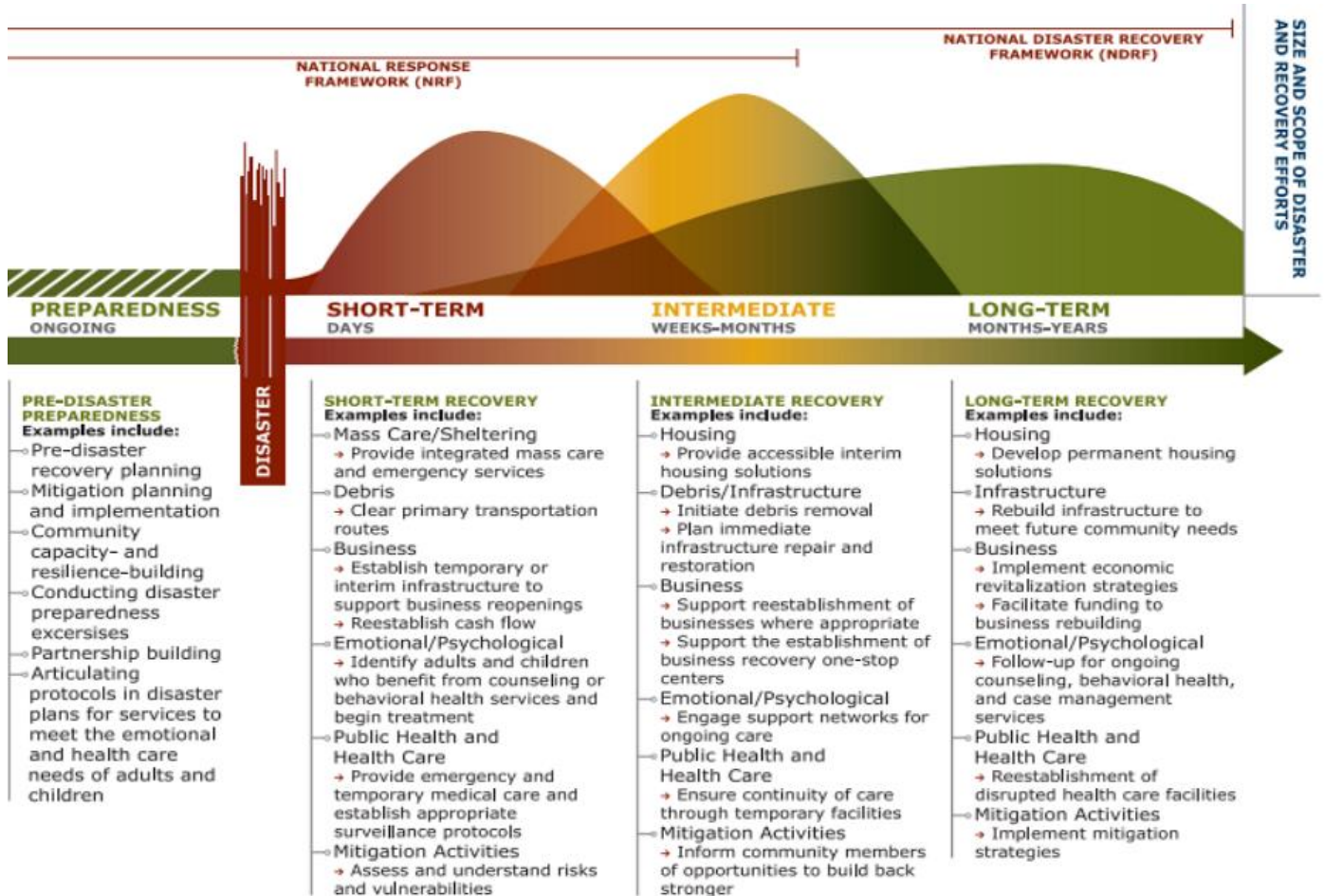 → Implement mitigation strategies

Diagram: Recovery Continuum timelines and tasks and considerable overlap among recovery tasks during the short term, intermediate term and long-term phases of an incident

COMMUNICATIONS

During an emergency, timely and accurate distribution of information is essential in protecting and assisting the citizens of Fremont County. In Fremont County, there are a variety of ways that emergency communications are provided to citizens, including the Emergency Notification System (Fremont County Alerts/IPAWS), the National Weather Service internet site, and print media. The South Regional Tactical Interoperable Communications Plan (TIC) contains information concerning communications.

In the event of a disaster, Fremont County will initiate actions appropriate to coordinate support for countywide communications. Fremont County will make every effort to support local personnel and equipment needs, and to integrate all county, municipal, and special district-level resources, when appropriate.

The State of Colorado, as well as Fremont County, uses the Colorado Digital Trunked Radio System (DTRS) as the primary command and control radio system for daily operations as well as disasters. DTRS uses radios on the 800 MHZ band. The Colorado Office of Public Safety Communications (OPSC) within DHSEM, has 256 radio sites on five zone controllers with just over 127,000 user radios, though the number of user agencies is stable.

Fremont County has a countywide communications center that handles the dispatching for all emergency response agencies within the county. Fremont County uses different talk groups on the DTR system to communicate with different disciplines and agencies within the county, regionally, and in the state. This includes mutual talk groups licensed to agencies within the county, the South Region Interoperability Channels (SRICs), and the state.

Fremont County has a VHF radio system for redundant communications for first responders, search & rescue, and other emergency responses. The VHF radio system has several repeaters in Fremont County to provide adequate coverage. Amateur radio provides a third communication system for further redundancy should the state DTRS and CC VHF be out or overwhelmed by the number of users generated from a disaster.

Fremont OEM also has a VHF mobile repeater with a radio cache of VHF radios to be used in areas that do not have adequate coverage for DTRS radios.

(*Additional information regarding emergency communications can be found in the ESF #2 Communications*)

Tactical Interoperability Communications Plans

A Tactical Interoperability Communications Plan (TIC) is a guide that documents the interoperable communications structure, assets, and policies and procedures for a given jurisdiction/agency/organization/other entity. Fremont County participates, as a part of the SRIC, in the development of the SRIC TIC Plan that includes all the interoperability communications resources available within each jurisdiction's department/agency/organization, identifies that controls each resource, and the use of operational procedures that exist for activation and deactivation of the identified resources.

The SRIC TIC Plan is located in the Fremont Office of Emergency Management and in the CRCA911(FRECOM) Communications Center and meets the requirements found in Colo. Rev. Stat. § 24-33.5- 2509.

(*Additional information regarding tactical interoperability communications planning in Fremont County can be found in the SRIC TIC Plan.*)

Access and Functional Needs (AFN) and C-MIST

Policies surrounding Access and Functional Needs (AFN) ensure equal and equitable access for all individuals without discrimination. The Americans with Disabilities Act (ADA) defines an individual with a disability as "a person who has a physical or mental impairment that substantially limits one of more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by others as having such an impairment." People with Access and Functional Needs include individuals who may have additional needs before, during, and after an incident or disaster in functional areas, including, but not limited to *communication*, *health and medical needs*, *maintaining functional independence*, *personal care assistance*, *and transportation*.

Fremont County incorporates a "Whole Community" approach throughout its planning, response, and recovery efforts. The County incorporates AFN into the EOP by predetermined ESF agencies, led by Fremont County Department of Public Health and Environment (FCDPHE), to support the whole community, including AFN considerations, during all stages of planning and preparedness, and committing additional bandwidth to these communities during and after a disaster.

Attempting to classify, categorize, and plan for a specific type of disability is a less comprehensive approach than planning to meet the needs of people according to categories of functional needs because each person is impacted differently by an incident or disaster, regardless of whether they have the same type of disability. Additionally, the concept of just planning for people with disabilities is too narrow an approach for emergency planning purposes. Planning for the broader group of people with disabilities and others with access and functional needs will ensure that the whole community has their needs met before, during, and after an incident or disaster.

The Access and Functional Needs framework suggests that there are things that everyone needs to be able to do (functions) and get (access) during emergencies, regardless of who we are.

For this reason, the Fremont County Office of Emergency Management utilizes a modified version of June Isaacson Kailes's, "**C-MIST**" framework for operationalizing an Access and Functional Needs approach to planning, response, and recovery.

"**C-MIST**" is a memory tool that helps to remember and plan for the five functional needs that individuals will likely have in an emergency: communication; maintaining health; independence; support, safety, and self-determination; and transportation. (**Communication, Medical Needs, Maintaining Independence, Supervision, and Transportation**) to create a more expansive approach to emergency planning that can be used to address the functional needs of people with disabilities and others with access and functional needs. This is crucial during an emergency. "C-MIST" identifies people's actual needs during an emergency rather than labeling them as "special needs" or "vulnerable populations".

The "C-MIST" Framework also facilitates a more effective whole community approach because it recognizes that people may develop access and functional needs as a result of an incident or disaster. Colorado's modified C-MIST Framework includes the functional areas:

1. Communicate

2. Maintain Health (Medical Needs)

3. Independence (Maintaining Functional Independence)

4. Safety, Support Services, Self-Determination

5. Transportation

ADMINISTRATION

Employee Reassignment

Due to its small staff, during an emergency it may become necessary for Fremont County to reassign certain employees to complete duties that are outside their normal duties during routine operations. All job descriptions in Fremont County state that the job description should not be seen as an exhaustive list, and there may be other duties as assigned.

In addition, as mentioned in the Fremont County Employee Handbook and all Fremont County Job Descriptions:

"Notice of Emergency/Disaster Responsibilities"

All Fremont County Employees may be required to work as a Disaster Service Worker when a local declaration of emergency or disaster is declared by the Board of County Commissioners. To be prepared for this role, all employees and emergency service function (ESF) leads will attend emergency management training and exercises as requested by the Director of Emergency Management. With advanced notification from OEM, employees will make reasonable efforts to attend training events in coordination with other employees and supervisors.

The BOCC may choose to include in their Disaster Declaration the following language: "The County Human Resources Manager has authority to suspend and modify all County job descriptions as necessary."

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Workers Compensation

While no employer can guarantee the safety and health of all its workers, it is the goal of the County to perform its work in the safest manner possible. The safety and health of our employees and others that may be in our work areas is paramount. All employees are responsible for working safely and productively, both for the protection of themselves and their fellow workers, and to support all County safety efforts. Employees should immediately report unsafe practices, conditions, or accidents to their manager.

Worker's compensation claims are to be administered according to the process and procedures outlined in the Fremont County Employee Handbook, adopted by the BOCC in July 2022, and all forms are available on the internal County employee webpage.

Insurance

Fremont County holds insurance for County assets through County Technical Services, Inc. (CTSI) and participates in the National Flood Insurance Program (NFIP) with the Floodplain Manager in Community Planning and Development/Building Department. Insurance policies can be found with the Finance Director.

Timekeeping

Tracking employee time spent on emergency operations can be an important aspect of determining disaster costs and opportunities for reimbursement. Fremont County maintains the same timekeeping policies during regular operations and during emergency operations. Fremont County employs Tyler Technologies ESS to maintain accurate records. If, for some reason, this timekeeping software cannot be used, employees are instructed to maintain their records using paper timecards, IS-214 form, and/or WebEOC, and then send their records to the finance and administration department on a designated day once every week. More information on payroll and financial policies can be found in the Fremont County Government Financial Policies, located on the Fremont County Government website or by request.

The Finance Group in the Fremont County EOC will assist with tracking costs incurred such as personnel, overtime, equipment costs, volunteer labor, and eligible donations. New incident codes will be created to attach to incident-related costs, including payroll.

Records Retention

To provide normal government operations following a disaster, each department or agency must take actions to protect essential records. Essential records may be stored in the Fremont County Continuity of Operations Plan (COOP), or on a backup server or hard drive. For retention, many departments/offices like the Clerk and Recorder's office and Finance Department, utilize State and federal mandated retention policies. Each Fremont County department is required to keep and maintain records by their own retention policies and procedures following best practice and regulations and requirements.

Use of Volunteers

Volunteers are an important part of the disaster response and recovery cycle. Fremont County incorporates volunteers into this process. All pre-disaster volunteers are vetted and covered by worker's comp but are not employees of Fremont County.

Fremont County may also designate another agency in Fremont County to manage volunteers and/or donations during response and recovery from a major disaster. Fremont County works with individual volunteers to find appropriate roles that match the needs of the OEM and the volunteer's skill set and interests. The Fremont County Employee Handbook defines volunteers and relevant policies and procedures.

Volunteers with Fremont County Search and Rescue and/or registered volunteers responding to an emergency/disaster are designated by the County and are covered under Fremont County's Worker's Compensation Insurance while providing such volunteer services.

During an emergency, volunteers and/or donations are managed under the Mass Care Group, with support from the Resource Section.

Documenting Response and Recovery Operations

Fremont County has established policies and procedures for documenting response and recovery operations including cost recovery information, requests for aid, budget control, legal protections, operational efficiency, and other areas. Fremont County's documenting procedures follow and are in accordance with the State of Colorado and FEMA guidelines. More detailed information regarding the documentation of response and recovery operations can be found in the Resource Mobilization Plan, Fremont County Financial Policies, Fremont County Disaster Recovery Plan, and WebEOC.

Emergency Management Principles

Fremont County will follow the emergency planning principles laid out in the National Response Framework (NRF). The NRF is an all-hazard disaster response plan, which provides a federal operational response structure for disasters that are beyond the capabilities of local and state governments. In accordance with the NRF, all plans will be scalable, flexible, and adaptable concepts that promote integration and coordination of the whole community across all levels of government and partners.

Emergency Management Mission Areas

A basic principle of Emergency Management, and at the core of this EOP, is that all incidents are handled at the lowest jurisdictional level possible. Fire, police, emergency medical services, and other first responders are responsible for incident management and coordination at the local level. In most incidents, local resources and regional mutual aid provide the first line of emergency response and incident management support.

This EOP acknowledges and accepts the premise that the capabilities and resources (including mutual aid) of the local jurisdiction may be exceeded by an emergency or disaster event and will require the assistance of State or Federal governmental agencies.

Fremont County incorporates all five mission areas of the National Preparedness Goal into its operations and planning. The five mission areas are listed below:

1. **Prevention**. Prevention involves actions to interdict, disrupt, pre-empt or avert a potential incident. This includes homeland security intelligence and law enforcement efforts to prevent terrorist attacks.

   Prevention includes actions to:

   a. Collect, analyze, and apply intelligence and other information;

   b. Conduct investigations to determine the full nature and source of the threat;

   c. Implement countermeasures such as inspections, surveillance, security and infrastructure protection;

   d. Conduct tactical operations to interdict, preempt, or disrupt illegal activity and to apprehend and prosecute the perpetrators;

   e. Conduct public health surveillance and testing processes, immunizations, and isolation or quarantine for biological and agricultural threats;

   f. Deter, defeat, detect, deny access or entry, and take decisive action to eliminate threats; and

   g. Involve stakeholders from law enforcement and other security agencies in plan development.

2. **Protection.** Securing the homeland against acts of terrorism and human-caused or natural disasters. Protection of critical infrastructure systems and implementation of plans for the rapid restoration of commercial activities and critical infrastructure operations are crucial aspects of the protection mission area. The existing infrastructure plans and coordination mechanisms (e.g., sector-specific agencies and councils) provide strong foundations for strengthening incident response plans and capabilities.

   As part of the National Infrastructure Protection Plan, public and private sector partners in each of the 16 critical infrastructure sectors and agencies at all levels of government have developed and maintain sector-

specific plans that focus on the unique operating conditions and risk landscape within that sector.

Preparedness encompasses:

   a.   Development of plans and procedures, training, and exercising;

   b.   Pre-deployment of response resources;

   c.   Pre-establishment of incident command posts, mobilization centers, staging areas and other facilities;

   d.   Evacuation and protective sheltering;

   e.   Implementation of structural and non-structural mitigation measures;

   f.   Use of remote sensing technology, risk assessment, predictive and plume modeling tools; and

   g.   Involving stakeholders from law enforcement, health and medical, cybersecurity, non-profits, supply chain, and other relevant agencies into plan development, including private sector implementation of business and continuity of operations plans.

3.   **Mitigation.** Activities which provide a critical foundation across the incident management spectrum from prevention through response and recovery. Examples of key mitigation activities include the following:

Mitigation includes:

   a.   Ongoing public education and outreach activities designed to reduce loss of life and destruction of property;

   b.   Structural retrofitting: Collaborating with local infrastructure partners to encourage reinforcement of infrastructure systems to deter or lessen the impact of incidents and reduce loss of life, destruction of property, and impact on the environment;

   c.   Involving infrastructure partners in plan development;

   d.   Code enforcement through such activities as zoning regulation, land management, and building codes;

   e.   Maintaining and implementing the Fremont County Community Wildfire Protection Plan (CWPP) to actively invest in fire mitigation and create public awareness; and

   f.   Flood insurance and the buy-out of properties subjected to frequent flooding, etc.

4. **Response.** Response is typically divided into three phases. Each phase has distinct considerations, which seldom flow sequentially, often occurring simultaneously. These phases are increased readiness (pre-incident for anticipated events), initial response (first 72 hours), and extended response (response activities beyond the first 72 hours). Increased readiness is required upon receipt of a warning or in anticipation that an emergency situation is imminent or likely to occur. The County initiates actions to increase its readiness. Response includes activities to address the immediate and short-term actions to preserve life, property, environment, and the social, economic, and political structure of the community.

    Response activities include:

    a. Search and rescue;

    b. Emergency shelter, housing, food, and water;

    c. Emergency medical and mortuary services;

    d. Public Health and safety;

    e. Decontamination following a chemical, biological or radiological incident;

    f. Removal of threats to the environment;

    g. Emergency restoration of critical services (electric and gas services, water, sewer, telephone);

    h. Transportation, logistics, and other emergency services;

    i. Private sector provision of needed goods and services through contracts or donations; and

    j. Secure crime scenes, investigate and collect evidence.

5. **Recovery.** Recovery involves actions and the implementation of programs needed to help individuals and communities return to normal. Recovery programs are designed to assist victims and their families, restore institutions to sustain economic growth and confidence, rebuild destroyed property, and reconstitute government operations and services. Recovery actions often extend long after the incident itself. *Recovery programs include mitigation components* designed to avoid damage from future incidents.

Typical recovery actions may include:

a. Repair and replacement of disaster damaged public facilities (roads, bridges, municipal buildings, schools, hospitals, qualified non-profits);

b. Debris cleanup and removal;

c. Temporary housing and other assistance for disaster victims;

d. Low-interest loans to help individuals and businesses with long term rebuilding and mitigation measures;

e. Restoration of public services (electric and gas services, water, sewer, telephone);

f. Crisis counseling and mental health services;

g. Disaster unemployment; and

h. Planning and programs for long-term economic stabilization, community recovery and mitigation.

Recovery Support Functions

Short-term recovery operations begin shortly after the incident begins and are managed through the ESF's. **Long-term recovery** operations can extend well beyond the initial incident and are coordinated through the **Recovery Support Function (RSF)** planning structure.

The ESF and RSF functions may overlap for a time as the incident evolves and stabilizes.

As an incident begins to transition into long-term recovery, Fremont County utilizes Recovery Support Functions **(RSFs)** to assist with this transition. According to FEMA, the RSFs "comprise the coordinating structure for key function areas of assistance in the National Disaster Recovery Framework **(NDRF)**. Their purpose is to support local governments by facilitating problem solving, improving access to resources and by fostering coordination among state and federal agencies, nongovernmental partners, and stakeholders.

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__The following list is comprised of the FEMA identified RSFs.__

Economic Recovery - enables the "return of economic and business activities to a state of health and develops new economic opportunities that result in a sustainable and economically viable community" (FEMA). This RSF will be led by Fremont County Administration, with support.

Economic recovery activities might include:

- Supporting the capacity of local, state, tribal, and territorial governments, and other entities to produce a multi-dimensional strategy capable of supporting economic recovery and improving community resilience.

Health and Social Services - supports "locally led recovery efforts to address public health, health care facilities and coalitions, and essential social service's needs" (FEMA). This RSF is led by Fremont County Department Public Health and Environment and the Department of Human Services, in incident-specific partnership with Public Health, and other support.

Health and social services activities might include:

- Completing assessments of community health and social service needs

- Restoring health care, public health, and social services functions

- Restoring and improving the resilience and sustainability of the health care system and social services

Community Planning and Capacity Building (CPCB) – CPCB RSF supports local governments to "effectively and efficiently carry out community-based recovery planning and management in a post-disaster environment" (FEMA).

CPCB RSF is led by Fremont County Community Planning and Development, with support. CPCB activities might include:

- Education on recovery planning

- Coordinated, community-wide recovery planning

- Community engagement

- Management capacity

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Infrastructure Systems - "efficiently facilitate the restoration of infrastructure systems and services to support a viable, sustainable community and improve resilience to and protection from future hazards" (FEMA). This RSF is led by Fremont County Road and Bridge and Department of Transportation, with support, and is incident specific and will rely on supporting agencies. Infrastructure activities might include:

- Providing technical assistance to all levels of governments for identifying/prioritizing critical infrastructure systems and assets;

- Providing mitigation opportunities that leverage innovative and green technologies; and

- Including private sector infrastructure owners and operators and related service providers in planning at all levels.

Housing - "coordinates and facilitates the delivery of federal resources to implement housing solutions that effectively support the needs of the whole community and contribute to its sustainability and resilience" (FEMA). This RSF is led by the Fremont County Department of Human Services and additional support from the Upper Arkansas Area Council of Governments, and Fremont Planning and Zoning. Housing activities might include:

- Utilizing housing as a platform for improving quality of life;

- Building inclusive and sustainable communities;

- Identifying strategies to strengthen the housing market; and

- Integrating disaster mitigation measures into community design and development to improve resilience to disasters.

Natural and Cultural Resources (NCR) - "supports the protection of natural and cultural resources and historic properties through appropriate response and recovery actions to preserve, conserve, rehabilitate, and restore" (FEMA). This RSF is led by the Fremont County CSU Extension, with support from groups like the Fremont County Historical Society. NCR activities might include:

- Providing technical assistance to help impacted communities;

- Integrating environmental staff knowledgeable in natural resources and environmental regulatory requirements early in a disaster recovery planning process; and

- Coordinating environmental and historic property issues across other RSFs.

More information regarding the RSFs can be found in the *Fremont County Recovery Plan*

Emergency Operations Management and Organization

1. **Principle of Local Government Control**: Direction and control prior to, during, and following an emergency or disaster rests with the elected leadership of the legally recognized jurisdiction impacted by a given emergency or disaster. This authority continues throughout the stages of emergency operations or until conditions warrant a change in such authority.

2. **Incident Level Management**: A local incident management system, incorporating the functions, principles, and components of the ICS and NIMS has been adopted and should be utilized by all response agencies. This Emergency Operations Plan should delineate the concept for on-scene incident management to be used by all local agencies involved in emergency operations. The flexibility and rapidly expandable organizational structure, and the use of a common terminology, make this system particularly useful when coordinating a multifunctional response, as well as, easily adaptable to supporting multiple agencies and/or multiple jurisdictional emergencies.

3. **Local Level Management**: The counties or municipalities are responsible for emergency operations within the jurisdiction. The on-scene Incident Commander (IC) is responsible for the command and control of specific activities at the incident site. Local government is generally responsible for coordination and control of all administrative and overhead functions, normally through the EOC, if events warrant its activation. When an emergency situation threatens to escalate beyond the capabilities of on-scene responders, including mutual aid assistance, activation of a local emergency operations center may be required. The acquisition of additional resources and dissemination of disaster information functions move to the emergency operation center so that the management of these functions can be more easily controlled and coordinated by the responsible authority.

4. **Volunteer organizations** may be called upon, as appropriate, to assist in disaster preparedness, response and recovery. Colorado Voluntary Organizations Active in Disasters (COVOAD) can help coordinate these organizations.

5. **The private sector** has significant responsibility for critical infrastructure protection and business restoration. Although the role of the private sector is not legislated, their responsibilities to the public make them an important partner at all levels of government.

Continuity of Government (See Fremont County's Continuity Plan, (COOP)

A.   **General**

   1.   **The Continuity of Government concept:**

      a.   Disasters can interrupt, paralyze, or destroy the ability of State or local government to carry out their executive, legislative and judicial functions. Therefore, it is important each level of government have the capability to preserve, maintain, and reconstitute its ability to carry out essential functions under the threat or actual occurrence of any disaster that could disrupt governmental operations and services.

      b.   Effective and responsive emergency operations are inseparable from the concept of Continuity of Government (COG). The Colorado program identifies two important factors for assuring continuity of government at the local level: First, well defined and understood lines of succession for key officials and authorities; second, preservation of records and critical facilities which are essential to the effective functioning of government and for the protection of life and property.

   2.   At a minimum, all department heads shall designate primary and alternate emergency successors for key supervisory positions. This ensures the continuance of leadership, authority, and responsibilities of their departments. Each agency/office head shall further designate a primary and alternate emergency successor for key positions. In accordance with each agency's COOP, they will provide OEM with this information, including changes.

   3.   Designated interim emergency successors shall be instructed on their responsibilities and the conditions under which they will assume these positions. Generally, an interim emergency successor may assume leadership whenever the incumbent becomes unable to perform their functions or when requested to do so during periods of emergencies or disasters. They shall hold these positions until relieved by the incumbent or until the emergency or disaster has been brought to a successful conclusion. The criteria for succession of leadership will be delineated in the internal emergency operating procedures of each department.

B.   **Provision of Essential Services**

Provision of those services that are determined to be life- saving/preserving and those critical to the County need to be maintained or restored immediately should they be struck by a disaster and rendered unusable. In the event that a facility is rendered unusable, a back-up facility should be designated that will allow for essential services to be provided.

C.   **Preservation of Essential Records**

Protection of essential State (and local) records is vital if government and society are to resume functioning after a major catastrophe or national emergency.

1.   Essential records and documents which require safeguarding fall into three (3) general types: (a) records that protect the rights and interests of individuals; vital statistics, State land and property records, financial and tax records, election records, license registers, articles of incorporation, etc.; (b) records required for effective emergency operations; plans, procedures, resource inventories, lists of succession, maps, memorandums of understanding, agreements, and lists of regular and auxiliary personnel; (c) records required to re-establish normal governmental functions and protect the rights and interests of government; federal and State laws, rules and regulations, official proceedings, financial and court records.

2.   The selection of the records to be preserved rests with the official rendering the service involved or with the custodians of the records. These decisions should be made in concert with the organization's overall plan for determination of value, protection and disposal of records. The vital records should be duplicated, and the duplicate copies maintained in an accessible format in the safest possible locations, at an appropriate distance from the office location. Vital records should constitute no more than 3-7% of all records.

Community Lifelines Construct

FEMA has developed the community lifelines construct to increase effectiveness in disaster operations and better position a jurisdiction to respond to catastrophic incidents. The lifelines construct allows emergency management to characterize the incident and identify root causes of priority issue areas and to distinguish the highest priorities and most complex issues from other incident information.
Lifelines provide an outcome based, survivor-centric frame of reference that assists responders with the following:

- Rapidly determining the scale and complexity of a disaster
- Identifying the severity, root causes, and interdependencies of impacts to basic, critical lifesaving and life-sustaining services within impacted areas
- Developing operational priorities and objectives that focus response efforts on the delivery of these services by the most effective means available
- Communicating disaster-related information across all levels of public, private, and non-profit sectors using a commonly understood, plain language lexicon
- Guiding response operations to support and facilitate integration across mission areas

Incorporating the community lifelines construct primarily impacts how incident information is framed, organized, and reported during response.

Implementation of the community lifelines construct provides the following benefits:

- Understanding, prioritizing, and communicating incident impacts
- Structuring and formatting decision-making support products in a streamlined approach (e.g., briefings, forms)
- Planning for incident impacts and stabilization both prior to and during incidents
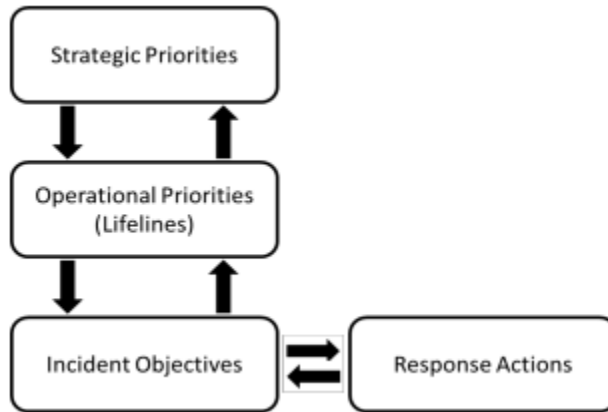
Example: Framing the Incident Around Lifelines

There is an interrelationship between Emergency Support Functions (ESFs) and Community Lifelines. While lifelines describe the critical services within a community that must be stabilized or reestablished to alleviate threats to life and property, ESFs within the EOC are a method of organizing across departments and agencies, community organizations and industries to enhance coordination and integration for stabilization/re-establishment of lifelines. Therefore, any given ESF may apply to one or more lifeline constructs.

The use of the Community Lifelines concept should be realistic and practical based on the context of an incident or emergency. While the FEMA construct identified in this EOP will be utilized as a general guiding structure, the actual lifeline structure applied in any given incident or emergency will be adapted to both the demands of the incident as well as the needs of the Agency Administrator and Policy Group for aggregated reporting detail.

1. Fremont County will use the Community Lifelines construct, established by the National Response Framework, to rapidly stabilize incidents and ensure critical services are restored during emergency response operations to reduce threats and hazards to public health and safety, the economy, and security. This construct's utilization allows for unified coordination across many different agencies and promotes unified effort from the whole community.

2. Community Lifelines enable continuous operation of critical government and business functions and are essential to human health and safety or economic security. During steady-state operations, lifeline services are provided by various entities including public, private, and nonprofit organizations that are organic within a community.

3. Community lifelines represent only the most basic services a community relies on and which, when stable, enable all other activity within a community.

The lifelines are designed to enable emergency managers, infrastructure owners and operators, and other partners to analyze the root cause of an incident impact and then prioritize and deploy resources to effectively stabilize the lifeline. As explained later in the NRF, **ESFs deliver core capabilities to stabilize community lifelines for an effective response.** Similar to the ESFs, other whole community organizations can work together to stabilize lifelines and meet disaster needs.

The community lifelines do not directly cover all important aspects of community life that can be affected by an incident, including impacts to natural, historical, and cultural resources. For example, financial and economic issues important to the life and safety of affected individuals may also arise indirectly from impacts to lifelines during an incident.

The seven lifelines identified by FEMA are as follows:

    a. Safety and Security
    b. Food, Water, Shelter
    c. Health and Medical
    d. Energy
    e. Communications
    f. Transportation
    g. Hazardous Materials

4. During a local incident, interruptions to community lifelines are typically brief and easy to resolve; however, services may be disrupted for an extended period in more regional or severe incidents. Disruptions such as these can have cascading consequences on other lifelines.

> A lifeline enables the continuous operation of **critical government and business functions** and is **essential to human health and safety or economic security.**
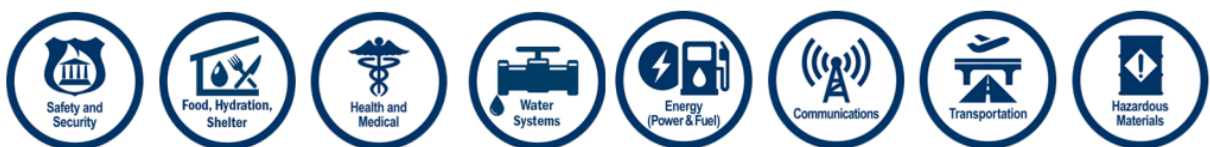
Figure: Community Lifelines

Community Lifeline Descriptions

Community Lifelines are the integrated network of assets, services, and capabilities that are used day-to-day to support the ongoing needs of society. Multiple components and subcomponents make up each lifeline. During a disaster response, First Responders conduct life-safety operations; Emergency Management focuses on stabilizing Community Lifelines.

Community Lifeline	Description
Safety and Security	• Law enforcement and government services, as well as the associated assets that maintain communal security, provide search and rescue, evacuations, and firefighting capabilities, and promote responder safety.
Food, Water, Shelter	• Support systems that enable the sustainment of life, such as water treatment, transmission, and distribution systems; food retail and distribution networks; wastewater collection and treatment systems; as well as sheltering, and agriculture.
Health and Medical	• Infrastructure and service providers for medical care, public health, patient movement, fatality management, behavioral health, veterinary support, and health or medical supply chains.
Energy	• Service providers for electric power infrastructure, composed of generation, transmission, and distribution systems, as well as gas and liquid fuel processing, transportation, and delivery systems. Disruptions can have a limiting effect on the functionality of other community lifelines.
Communications	• Infrastructure owners and operators of broadband Internet, cellular networks, landline telephony, cable services (to include undersea cable), satellite communications services, and broadcast networks (radio and television). Communication systems encompass a large set of diverse modes of delivery and technologies, often intertwined but largely operating independently. Services include elements such as alerts, warnings, and messages, as well as 911 and dispatch. Also includes accessibility of financial services.
Transportation	• Multiple modes of transportation that often serve complementary functions and create redundancy, adding to the inherent resilience in overall transportation networks. Transportation infrastructure generally includes highway/roadways, mass transit, railway, aviation, maritime, pipeline, and intermodal systems.
Hazardous Material	• Systems that mitigate threats to public health/welfare and the environment. This includes assessment of facilities that use, generate, and store hazardous substances, as well as specialized conveyance assets and efforts to identify, contain, and remove incident debris, pollution, contaminants, oil or other hazardous substances.

Community Lifeline Components

1. A community lifeline comprises components that represent the general scope of lifeline at any time. All components are divided into subcomponents, which help to enable the delivery of lifeline services to the community.

2. Components are fixed, pre-determined capabilities identified by FEMA, while subcomponents may expand or contract to meet incident requirements, as necessary.

Note: Not every incident will impact all the lifelines or components.

ORGANIZATION AND BREAKDOWN OF EACH LIFELINE
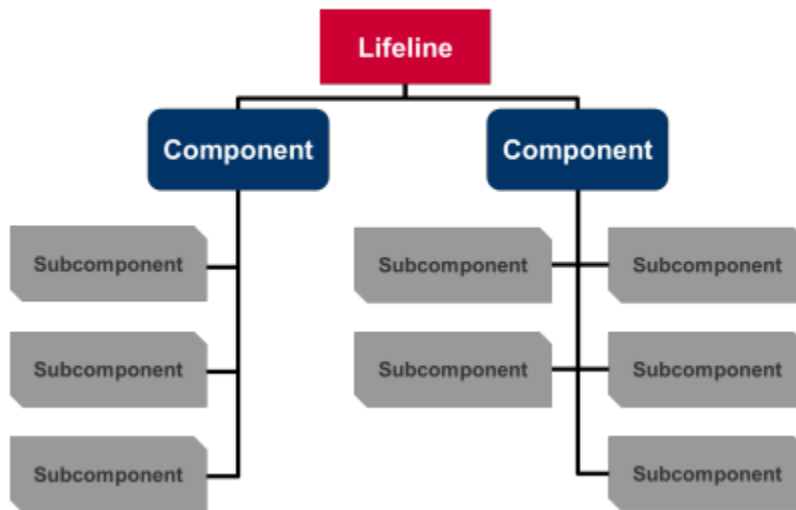
Figure: Community Lifeline Structure

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Fremont County Colorado Impacted Lifelines and Components

Safety/Security-Law Enforcement, Fire Services, DOC/BOP, Search and Rescue, Engineering, Emergency Management

Food/Water/Shelter/Agriculture/Supply Chain

Health and Medical- Fremont County Department of Public health and Environment, Medical Care, Patient Movement, Fatality Management, Medical Supply Chain, Colorado Department of Public Health and Environment, Department of Human Services, Sol Vista

Energy-Power Grid, Temporary Power, Gasoline, Diesel Fuel, Natural Gas, Propane

Communications- Communications, Public Information, Alerts, Warnings, Messages, CRCA/FRECOM 911 Dispatch

Transportation-Highway, Mass Transit, Railway, Aviation, Maritime, Waterways, Roadway, County/City/Highway Roads

Hazardous Materials- Facilities, HAZMAT, Pollutants, Contaminants, Explosives

Figure: Community Lifeline Components and Subcomponents

Community Lifelines Assessment and Analysis

1. Fremont County will assess lifeline conditions at the component level to better understand what services are affected during an incident. All components will be assessed from the affected community's perspective in terms of how services are received and the vulnerability of maintaining and sustaining their delivery.

2. Fremont County will maintain proper situational awareness through analyzing lifeline conditions by their specific components using six categories designed to capture the most pertinent information for understanding incident impacts and operational requirements: On critical

   a. Status (What?)
   b. Impacts (So What?)
   c. Actions (Now What?)
   d. Limiting Factors (What's the Gap?)
   e. Estimated Time to Status Change and Re-establishment Requirements (When?)

Categories	Description
Component	Identify the component.
Status (What?)	Summarize the root cause(s) of disruption to lifeline services, including the status of the infrastructure which provides lifeline services to the community. • What is the status of the organic lifeline infrastructure in the area? • Have circumstances changed since the component was last assessed?
Impacts (So What?)	Explain the disaster impacts to specific communities, disaster survivors, and response operations. Detail how the survivor experience or response operation will improve if this component is stabilized. Specify the impacted areas and population totals. • How is the disruption to the delivery of services negatively affecting disaster survivors and disaster operations? What is the extent of the disruption? What and where are the impacted areas, and how many disaster survivors are affected?
Actions (Now What?)	Describe the actions that are being taken to stabilize and re-establish the disrupted services. Summarize the most critical actions being taken across the whole community. • Has a solution to the disruption been identified? If so, has that solution been converted into a plan of action? Has that plan of action been resourced and implemented? Are further actions required?
Limiting Factors (What's the Gap?)	Express issues that are preventing services from being stabilized or re-established. Such issues can stem from another lifeline/component, resource shortfall, management, policy, etc. • Are there limiting factors preventing stabilization or re-establishment of lifeline services? If so, what are they? What solutions are needed?
Estimated Time to Status Change and Re-establishment Requirements (When?)	• Provide current component condition or an estimated timeframe for when a change in status is expected. When is it anticipated that the survivors will receive the services either by organic means or by contingency response solutions?

Figure: Lifeline Assessment Categories

3. Fremont County shall develop stabilization targets for each Community Lifeline to provide response agencies with a method of validating goals throughout the incident. These targets will help determine the severity of impact on critical infrastructure; identify limiting factors addressing those impacts and develop solutions to alleviate threats to the affected community.

Role of Strategic Planning During an Incident

Strategic planning during the response phase of an incident provides an incident-wide approach to incident management and support. It provides a mechanism for crisis action planning that integrates deliberate plans into the operation; adapting deliberately planned Lines of Effort (LOEs) to achieve lifeline stabilization. The resulting Incident Approach, focusing on lifelines, provides guidance and informs resource deployment and employment decisions, establishment of Task Forces and Crisis Action Planning Teams, and the development of incident objectives.

Current State (or Assumed Post-Impact Consequences)

Reporting and analysis help incident personnel understand the **Current State**

What and So What?

Incident Approach/Integrated Strategic Plan

Incident personnel conceptualize a strategy to achieve Lifeline Stabilization Targets or Recovery Outcomes

Now What? (Addressing Limiting Factors and Resource Shortfalls)

Lifeline Stabilization and Recovery Outcomes

Crisis action planning and discussions with state, local, tribal, and territorial (SLTT) leadership help incident personnel understand the goals of the operation

Example: Disaster Strategy Development

4. Fremont County shall develop Lines of Effort (LOEs) to mobilize, deploy, and demobilize resources to achieve incident stabilization targets. LOEs help to address solutions to resolve lifeline instability.

5. LOEs are the specific mission-sets required to stabilize the lifelines, whereas core capabilities are the general competencies required during response used for preparedness assessment. Planning for the delivery of each LOE allows the development of strategy across all required ESFs to mobilize, employ, and demobilize resources applicable to that mission, including the identification of key intermediate objectives or milestones in the execution of that mission. LOEs are the operationalization of core capabilities—the ways—for response and recovery planning and operations. Lifelines identify sources of instability, whereas LOEs address solutions to resolve lifeline instability.
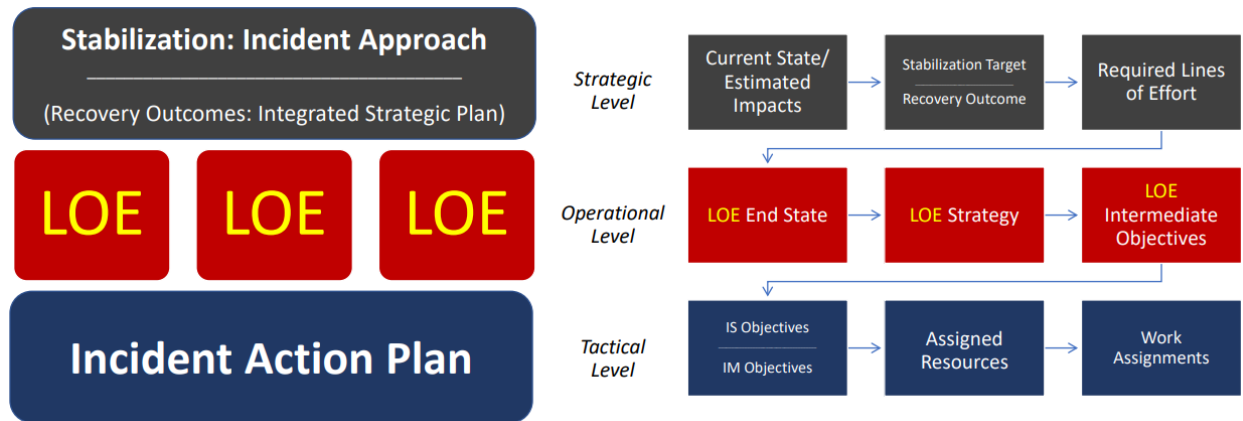
Example: Community Lifeline Lines of Effort

6. Once a Community Lifeline is evaluated, the Incident Commander will assign one of four colors to represent each lifeline's status for the current operational period. The colors are as follows:

   a. **Grey**: <u>Unknown</u> - indicates no clear understanding of the extent of the disruption and impacts.
   b. **Red**: <u>Significant Impact</u> - Unstable, no solution in progress; indicates lifeline services disrupted and no requirements or solution identified.
   c. **Yellow**: <u>Moderate Impact</u> -Unstable, solution in progress; indicates a solution identified and plan of action in progress.
   d. **Green**: <u>Minimal Impact</u> -Stable; indicates stabilization of the lifeline (e.g., critical lifeline services are available to survivors and responders).
   e. ***Blue**: <u>Only for Administrative Purposes</u>, such as briefings* - does not indicate an operational status or condition

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Assigning a Condition

- Assess lifeline conditions as incident circumstances evolve and over the course of response operations. – A color designation represents a snapshot in time for that response operational period.

- The baseline to which lifelines should be compared is how the lifeline itself functions in pre-incident conditions.

- The flowchart shows an example of how responders may think through assigning lifelines a color

Is there a clear understanding of the extent of the disruption and impact to response and survivors? → No → Grey

↓ Yes

Did the incident disrupt services to survivors provided by lifeline component capabilities? → No → Green

↓ Yes

Are there requirements and solutions identified and is there a plan to deliver the solutions? Significant limiting factors may inhibit response. → No → Red

↓ Yes

Has a solution to the disruption been identified, and has it been converted into a plan of action, resourced, and implemented? Some limiting factors may inhibit response. → No → Yellow

↓ Yes

Are critical lifeline services available to survivors and responders using pre-incident resources? → Yes → Green

Example: Flow Chart Lifeline Conditions
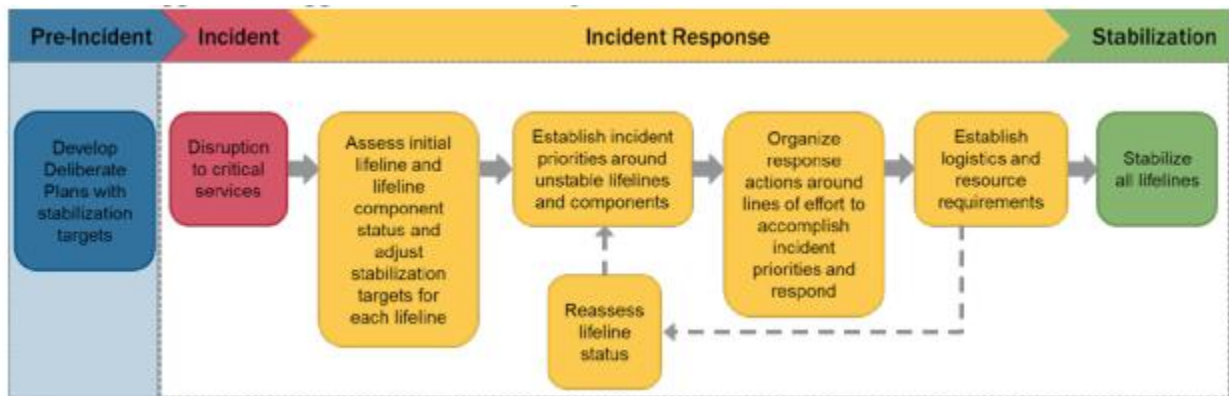
Example: The Application of Community Lifelines to Support Emergency Management
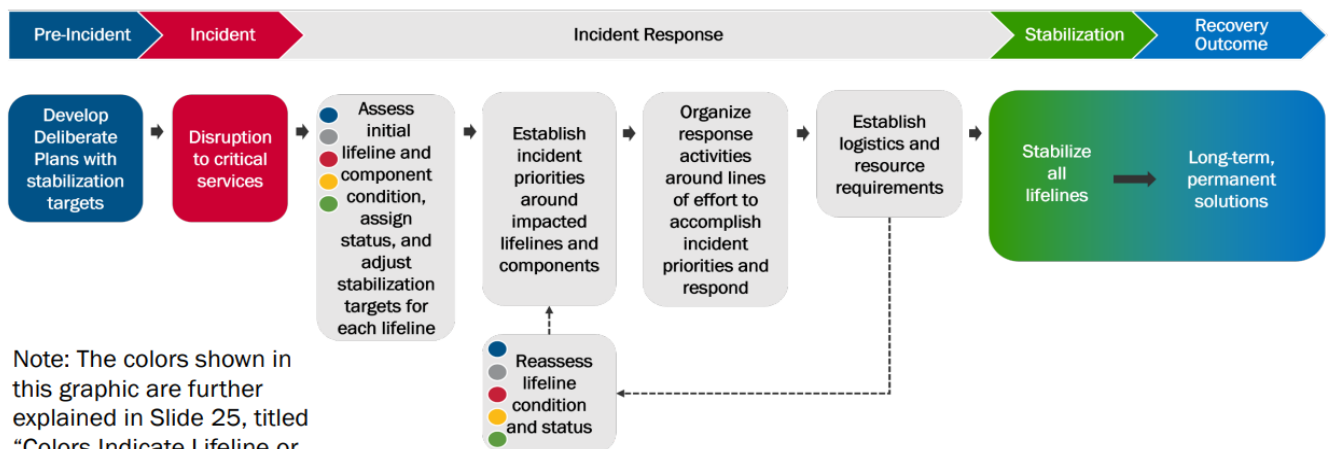
Community Lifeline Stabilization and the Core Capabilities

Core capabilities are used to organize, analyze, and build the functions and services needed in response. The core capabilities developed during the preparedness cycle are applied throughout response to stabilize community lifelines and enable recovery.

By engaging the whole community to build and deliver the response core capabilities, the Nation is better prepared to respond to a threat or hazard; to assist in restoring basic services, community functionality, and economic activity; and to facilitate the integration of recovery activities. Table 2 shows how response core capabilities may relate to the community lifelines. (See table below)

Table: Examples of a Steady-State Relationship Between Community Lifelines and Response Core Capabilities

Community Lifeline*	Related Response Core Capabilities**	Infrastructure Systems	Situational Assessment	Operational Coordination	Public Information and Warning	Planning
Safety and Security	• On-scene Security, Protection, and Law Enforcement • Fire Management and Suppression • Mass Search and Rescue Operations • Public Health, Healthcare, and Emergency Medical Services • Environmental Response/Health and Safety					
Food, Water, Shelter	• Mass Care Services • Logistics and Supply Chain Management					
Health and Medical	• Public Health, Healthcare, and Emergency Medical Services • Fatality Management Services • Environmental Response/Health and Safety • Logistics and Supply Chain Management • Mass Care Services					
Energy (Power & Fuel)	• Logistics and Supply Chain Management					
Communications	• Operational Communications • Public Information and Warning					
Transportation	• Critical Transportation					
Hazardous Material	• Environmental Response/Health and Safety					

* Community Lifelines: How emergency managers assess and prioritize employment of capabilities for stabilization.
** Core Capabilities: An interoperable means to characterize capabilities that may be assessed, built, or validated during preparedness or applied to response operations.

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Administration, Logistics and Mutual Aid

A.   **Administration:**

During an emergency or disaster, local government shall determine, if necessary, what normal administrative procedures shall be suspended, relaxed or made optional in order to prevent unnecessary impediments of emergency operations and recovery activities. Such action should be carefully considered, and the consequences should be projected realistically. Any government departure from the usual methods of doing business will normally be stated in the declaration of Disaster / Emergency, or as specified in the Plan and its supporting documents.

B.   **Finance:**

1.   A major disaster or emergency may require the expenditure of large sums of County funds. The Fremont County Finance Department will ensure the proper and efficient process of specific governmental functions relating to procurement transactions, contracts, purchasing card limits and approval authority of the allocation of funds when required during emergency conditions, State of Emergency and/ or a Local Disaster Declaration. Financial operations may be carried out under compressed schedules and intense political pressures which will require expeditious actions that still meet sound financial management and accountability requirements

2.   Expenditures are tracked from the onset of an incident. The proper ICS forms will be used at the ICP and at the EOC to track expenditures to optimize the full potential reimbursements from any applicable funding source. If a Delegation of Authority is made, the Delegation will specify financial responsibility for the incident by operational period as well as any financial constraints.

3.   Financial support for emergency operations shall be from funds regularly appropriated to departments. If the demands exceed available funds, the Elected Officials may make additional funds available. County expenditures will be routed through the Fremont County Finance Department. Receipts will be maintained for reimbursement and audit purposes. If a disaster is declared, Finance will pursue all potential sources for funding reimbursement.

4.   Departments designated as lead agencies for Emergency Support Functions (ESF) conducting emergency support activities will be responsible for organizing their functional activities to provide financial support for their operations. Each department is responsible for maintaining appropriate documentation to support requests for reimbursement, for submitting bills in a timely fashion, and for closing out assignments.

5. Local government entities are responsible for documenting all emergency or disaster-related expenditures using generally accepted accounting procedures. Care must be taken throughout the course of the emergency to maintain logs, records, receipts, invoices, purchase orders, rental agreements, etc. These documents will be necessary to support claims, purchases, reimbursements and disbursements. Record keeping is necessary to facilitate closeouts and to support post recovery audits.

C. **Logistics: (see the Fremont County Resource Mobilization Plan)**

1. OEM, in coordination with other departments, will facilitate logistical support for emergency operations (i.e., provide supplies and equipment) and, if required, sleeping and feeding facilities for EOC staff. In major EOC activations, a logistics branch may be established located in closer vicinity to the EOC.

2. Local government shall implement established resource controls and determine resource availability. This includes the source and quantity of available resources. Further, they shall keep the EOC advised of any anticipated shortfalls in required resources needed to support a given emergency or disaster operation.

3. Local jurisdictions should develop and maintain a current database of locally available resources and their locations. The database should include available public and private equipment, and personnel with special technical skills, pertinent to the anticipated needs of the local jurisdiction.

D. **Mutual Aid Agreements:**

1. No single jurisdiction will have all the personnel, equipment, and materials required to cope with a major emergency or disaster. Necessary additional assistance may be rendered through mutual aid agreements that provide for obtaining additional resources from non-impacted inter/intra-jurisdictional governmental agencies and other organizations. Mutual aid agreements are an essential component of emergency management planning, response, and recovery activities. These agreements can significantly increase the availability of critical resources and improve response and recovery efforts. According to C.R.S.24-33.5-713, as amended, it is the responsibility of local government to ensure that the local Emergency Operations Plan contains adequate provisions for the rendering and the receipt of mutual aid.

Emergency Support Functions and Appendices

The Emergency Support Functions (ESFs) are designed to provide a concise overview of the Incident Command structure for each type of incident. They provide functions and identify responsibilities for each type of incident and the necessary support elements that may be required.

Each ESF has a particular function and set of responsibilities in the EOC. The following list outlines the functions and main responsibilities of each ESF.

Within each ESF, designated 'Leads' will be identified and given authority and control of that specific response portion of an emergency or disaster. Multiple 'Leads' may work together under ICS to respond and recover from an incident as Branches under the Operations Section or as Liaisons to the Emergency Operations Center or the Incident Management Team.

More information can be found in individual ESF checklists and annexes, which are in the Fremont County EOC Management Plan. Lead agencies for each ESF can be found in the table below, and all ESFs have supporting agencies

ESF Lead "Task Checklist" will be located near the back of ESF specific books that are located in the Director of the OEM's Office. The ESF Books will provide a checklist that will provide guidance for the ESF Desk 'Lead', that may be used in a variety of incidents.

ESF #1: Transportation – CDOT, Fremont Department of Transportation, Canon City Public Works, Florence Public Works, School Districts

ESF #1 is designed to provide transportation support to assist in domestic incident management. Activities within the scope of ESF #1 function include: processing and coordinating requests for transportation support as directed under the Emergency Operations Plan (EOP); reporting damage to transportation infrastructure as a result of the incident; coordinating alternate transportation services; coordinating the restoration and recovery of the transportation infrastructure; and coordinating and supporting prevention, preparedness and mitigation among transportation infrastructure

ESF #2: Communications – Dispatch Centers

ESF #2 coordinates actions to provide the required temporary telecommunications and the restoration of the telecommunications infrastructure. ESF #2 supports all departments and agencies in the procurement and coordination of all telecommunications services from the telecommunications and information technology (IT) industry during an incident response. Communications are information transfers and involve the technology associated with the representation, transfer, interpretation, and processing of data among persons, places, and machines. It includes transmission, emission, or reception of signs, signals, writing, images, sounds or intelligence, and security of any nature by wire, radio, optical, or other electromagnetic systems.

ESF #3: Public Works & Engineering - CDOT, Fremont Department of Transportation, Canon City Public Works, Florence Public Works

ESF #3 is structured to provide public works and engineering-related support for the changing requirements of domestic incident management to include preparedness, prevention, response, recovery, and mitigation actions. Activities within the scope of this function include conducting pre- and post-incident assessments of public works and infrastructure; executing emergency contract support for lifesaving and life-sustaining services; providing technical assistance to include engineering expertise, construction management, and contracting; providing emergency repair of damaged infrastructure and critical facilities; and other recovery programs.

ESF #4: Fire Fighting/Urban Search and Rescue – Fire Agencies/Sheriff

ESF #4 manages and coordinates firefighting activities, including the detection and suppression of fires, and provides personnel, equipment, and supplies in support of agencies involved in rural and urban firefighting operations.

Provides for and assists in the coordination and utilization of interagency fire fighting resources to combat wildland emergencies.

ESF #5: Emergency Management - Office of Emergency Management

ESF #5 serves as the support ESF for all departments and agencies across the spectrum of incident management from prevention to response and recovery. ESF #5 facilitates information flow in the pre-incident prevention phase in order to place assets on alert or to preposition assets for quick response. During the post incident response phase, ESF #5 transitions and is responsible for support and planning functions. ESF #5 activities include those functions that are critical to support and facilitate multi-agency planning and coordination for operations. This includes alert and notification, incident action planning, coordination of operations, logistics and material, direction and control, information management, facilitation of requests for State assistance, resource acquisition and management (to include allocation and tracking), worker safety and health, facilities management, financial management, and other support as required.

ESF #6: Mass Care, Housing, and Human Services – American Red Cross, Department of Human Services, Health Agency

ESF #6 promotes the delivery of services and the implementation of programs to assist individuals, households, and families impacted by potential or actual disasters. This includes economic assistance and other services for individuals impacted by the incident. ESF #6 includes three primary functions: Mass Care, Housing, and Human Services. Mass Care involves the coordination of non-medical mass care services to include sheltering of victims, organizing feeding operations, providing emergency first aid at designated sites, collecting and providing information on victims to family members, and coordinating bulk distribution of emergency relief

items. Housing involves the provision of assistance for short- and long-term housing needs of victims. Human Services include providing victim related recovery efforts such as counseling, identifying support for persons with special needs, expediting processing of new benefits claims, assisting in collecting crime victim compensation for acts of terrorism, and expediting mail services in affected areas.

ESF #7: Resource Support - Office of Emergency Management

ESF #7 provides resource support consisting of emergency relief supplies, facility space, office equipment, office supplies contracting services, transportation services (in coordination with ESF #1 – Transportation), security services, and personnel required to support immediate response activities. ESF #7 provides support for requirements not specifically identified in other ESFs including excess and surplus property. Resource support may continue until the disposition of excess and surplus property, if any, is completed.

ESF #8: Public Health and Medical Services – Fremont County Department of Public Health and Environment, St. Thomas More Hospital

ESF #8 provides technical support for behavioral health (ESF #8a), public health and medical infrastructure. The areas of support are: behavioral health crisis counseling (see ESF #8a), disease surveillance and outbreak control measures; indoor and outdoor air quality monitoring; drinking water and waste water assessments and recommendations; food (except livestock) and dairy integrity evaluations and food safety guidelines; hazardous materials (including radiation materials) assessments and recommendations; waste management guidelines; hospital resources and medical supply (pharmaceuticals and biomedical equipment) monitoring; and, activation and deployment of the federal Strategic National Stockpile (SNS).

ESF #8a: Mental Health and Substance Abuse: - Department of Human Services, Victims' Advocates/Local Mental Health Agencies

ESF #8a, provides crisis-counseling services to individuals and groups impacted by the disaster situation. Mental health professionals will be mobilized to offer home and community-based services. Substance abuse counselors may be mobilized to provide a source of education and outreach regarding unhealthy coping mechanisms that may include alcohol or drug use as a response to stress. Crisis counseling is a time-limited program designed to assist victims/survivors of a disaster in returning to their pre-disaster level of functioning. Coordinates and provides mental health services to victims and responders following a disaster.

ESF #9: Search & Rescue – Fremont County Sheriff (Fremont County Search and Rescue)

ESF #9 integrates the Search and Rescue system around a volunteer group prepared to deploy and initiate operations in support of ESF #9. This group is staffed by local volunteers who are trained and experienced in search and rescue operations and possess specialized expertise and equipment.

ESF #10: Oil and Hazardous Materials Response – Colorado State Patrol, Canon City Area Fire Protection District, Fremont County Sheriff's Office

ESF #10 provides for a coordinated response to actual or potential oil and hazardous materials incidents. ESF #10 includes the appropriate response and recovery actions to prepare for, prevent, minimize, or mitigate a threat to public health, welfare, or the environment caused by actual or potential oil and hazardous materials incidents. Hazardous materials addressed under the EOP include chemical, biological, and radiological substances whether accidentally or intentionally released. These include certain chemical, biological, and radiological substances considered weapons of mass destruction (WMD).

ESF #10 describes the lead coordination roles, the division and specification of responsibilities among various agencies, and the regional and onsite response organizations, personnel, and resources that may be used to support response actions. Response to oil and hazardous materials incidents is carried out in accordance with the NCP (40 CFR part 300). The EOP implements the response authorities and responsibilities created by the Comprehensive Environmental Response,

Compensation, and Liability Act, and the authorities established by section 311 of the *Clean Water Act*, as amended by the *Oil Pollution Act*.

ESF #11: Agriculture and Natural Resources – CSU Extension Office, Fremont County Humane Society, Animal Associations, Local Veterinarian Offices

ESF #11 includes determining nutrition assistance needs, obtaining appropriate food supplies, arranging for shelter of companion animals and non-commercial livestock.

ESF #12: Energy – State and Private Agencies

(Will not normally be activated)

ESF #12 collects, evaluates, and shares information on energy system damage and estimates on the impact of energy system outages within affected areas. The term "energy" includes producing, refining, transporting, generating, transmitting, conserving, building, distributing, and maintaining energy systems and system components. Additionally, ESF #12 provides information concerning the energy restoration process such as projected schedules, percent completion of restoration, geographic information on the restoration, and other information as appropriate.

ESF #13: Public Safety and Security – Fremont County Sheriff's Office, Canon City PD, Florence PD, Colorado State Patrol

ESF #13 provides a mechanism for coordinating and providing local authorities to include non-investigative/non-criminal law enforcement, public safety, and security capabilities and resources during potential or actual Incidents of National Significance.

ESF #13 capabilities support incident management requirements including force and critical infrastructure protection, security planning and technical assistance, technology support, and public safety in both pre-incident and post-incident situations. ESF #13 generally is activated in situations requiring extensive assistance to provide public safety and security and where County government resources are overwhelmed or are inadequate, or in pre-incident or post-incident situations that require protective solutions or capabilities.

ESF #14: Long Term Recovery – County and local governments

ESF #14 includes determining recovery assistance needs, obtaining appropriate State support and arranging for long term needs.

ESF #15: External Affairs/ PIO – County and local governments

ESF #15 provides accurate, coordinated, timely, and accessible information to audiences. ESF #15 activates and operates a Joint Information Center (JIC), if necessary. Communicates with various media outlets and strengthens community relations.

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Emergency Support Functions (ESF) Matrix

Using the ESF Matrix

P = **Primary Responsibilities**

U = **Unified Responsibilities**

S = **Supporting Responsibilities**

"P" - Indicates the agency that is the designated primary or lead for all activities related to the specific ESF. These agencies have a statutory or functional responsibility to coordinate the activities of all agencies that have responsibilities under this ESF.

"U" - Indicates the lead in accomplishing that ESF may be shared by more than one agency, or the lead may be situation dependent.

"S" - Indicates the agencies that may have resources that could be used in support of the ESF.

This matrix is a guideline for agencies with pre-designated roles and maintains a flexibility to adapt quickly and efficiently during a disaster response and initial recovery.

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EMERGENCY SUPPORT FUNCTIONS (ESF) **P – Primary Responsibility** **U= Unified Responsibilities** **S – Support Responsibility**	ESF #1 - Transportation	ESF #2 - Communications	ESF #3 - Public Works /Engineering	ESF #4 - Firefighting/Urban SAR	ESF #5 - Emergency Management	ESF #6 - Mass Care, Housing, & Human Services	ESF #7 - Resource Support	ESF #8 - Pub Health & Medical Services	ESF #9 -Search & Rescue	ESF #10 -Oil & Haz-mat	ESF #11 - Agriculture & Nat. Resources	ESF #12 -Energy	ESF #13 - Pub. Safety	ESF #14 - Long-term Recovery	ESF #15 - External Affairs/ PIO
BOCC	S	S	S	S	U	S	S	S	S	S	S	S	S	U	U
County Administrator	S	S	S	S	U	S	S	S	S	S	S	S	S	U	U
Assessor's Office					U										
Clerk & Recorder					S										
County Attorney					U									U	U
Coroner					S		S	U					S		
Finance					P		U							P	
Treasurer's Office					U		U							S	
Sherriff/ Law Enforcement	P	U		U	U	S	U	S	P	U	U		P	S	U
Fire Depts./ Protect Districts				P	U		U	S		U			S		S
Colorado State Patrol Haz Mat	U				U		U	S		P	S		U	S	
CSU Extension					S	U	S				P			S	
Emergency Management	U	U	U	U	P	U	P	S	S	S	S	S	U	U	P
Facilities					U	S	U	S							
Road & Bridge/ Public Works	P		P	U	U		S		S		S		S	S	
Human Resources							U								

EMERGENCY SUPPORT FUNCTIONS (ESF) P – Primary Responsibility U= Unified Responsibilities S – Support Responsibility	ESF #1 - Transportation	ESF #2 - Communications	ESF #3 - Public Works /Engineering	ESF #4 - Firefighting/USAR	ESF #5 - Emergency Management	ESF #6 - Mass Care, Housing, & Human Services	ESF #7 - Resource Support	ESF #8 - Pub Health & Medical Services	ESF #9 -Search & Rescue	ESF #10 -Oil & Haz-mat	ESF #11 - Agriculture & Nat. Resources	ESF #12 -Energy	ESF #13 - Pub. Safety	ESF #14 - Long-term Recovery	ESF #15 - External Affairs/ PIO
Public Health & Environment					U			P			S			S	S
EMS Agencies				S	U	U	S	P	S	S			S	S	
CRCA911 Dispatch	S	P	S	S	U	S	S	S	S	S	S	S	S		S
Human Services					S	P	U	U						U	
Fremont SAR				U			S		P				S		
Municipal Agencies	S	S	U	S	S	S	S	S			S	S	U	U	U
Town/ City Street & Public Works	P	S	P	U	U	S	S			S	S	S	S	S	
Water Districts/ Sanitation			S	U			S	U						S	
Colorado Dept. of Transportation (CDOT)	P	U	P	U	U		U			S			S	U	S
Hospitals		S			S	U	S	P							S
Fremont County Schools	S	S			S	U	S	S						S	S
Volunteer Agencies (SOCOVOADs)					S	S	S	S			S			S	
American Red Cross					U	P	U	S						S	S
Private Sector/ Critical Infrastructure	S	S	S	S	S	S	S	S	S	S	S	U	S	U	S
State Agencies	S	S	S	U	U	S	S	S	S	S	S	S	S	S	U
Federal Agencies	S	S	S	U	U	S	S	S	S	S	S	S	S	S	U
Correctional Facilities	S	S	S	S	S	S	S	S	S		S		U	S	U

Agency Roles and Responsibilities

All County departments and agencies are responsible for:

• Understanding their department/agency's emergency responsibilities identified in the EOP and its supporting annexes/plans and assigning personnel to perform those functions.

• Developing and maintaining internal policies, procedures, agreements and staffing patterns needed to meet their specific roles and responsibilities identified in the EOP and its supporting annexes/plans.

• Developing and implementing continuity of operations plans (COOP) to ensure that essential government services are provided to the public.

• Considering access and functional needs (AFN) issues so that emergency response and recovery actions support the needs of people with disabilities, access and functional needs.

• When appropriate, providing a representative to the Emergency Operations Center (EOC) to coordinate their assigned Emergency Support Function (ESF).

• Keeping the Disaster Policy Group and EOC updated with key information relating to the response and recovery of the emergency or disaster situation.

• In conjunction with the lead Public Information Officer and the EOC, providing area expertise that is part of emergency public information.

• Providing personnel to attend EOC Team meetings, trainings, and exercises, as appropriate.

• In conjunction with county disaster finance polices, maintaining records for all disaster/emergency-related expenses and submitting them to the Finance Department for tracking and disaster cost recovery.

Fremont County Elected Officials and County Administrator

In addition to the BOCC, the County Administrator and Sheriff, and multiple elected officials' offices/ departments have responsibilities to aid Emergency Management within Fremont County.

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Policy Group

The ultimate responsibility for the response to and recovery from an emergency or disaster rests with elected officials. **FEMA guidance states that:**

The Executive/Senior Official Elected Official, County Administrator, is responsible for the incident. In most jurisdictions, responsibility for the protection of the citizens rests with the Chief Elected Officials. Along with this responsibility, by virtue of their office, these people have the authority to make decisions, commit resources, obligate funds, and command the resources necessary to protect the population, stop the spread of damage, and protect the environment

It is important to note that the term "responsibility" from the FEMA reference above, does not translate into a command role that oversees on-scene incident operation by the County Administrator or Elected Official.

Complex, inter-jurisdictional incidents may require activation of the Policy Group, which consists of elected and appointed officials, as well as executives from the County, mutual response agencies, affected local governments, districts, and critical infrastructure providers.

The Fremont County Board of Commissioners (BOCC) and the County Administrator leads this group on behalf of the County entities. When the County is the Authority Having Jurisdiction (AHJ), the AHJ Elected Official(s) maintain responsibility for the incident.

Other members of the County "**Policy Group**" include the Fremont **County Assessor**, **Clerk and Recorde**r, **County Coroner**, **Sheriff,** and **Treasurer**, **County Administrator and their succession line** are also included in the "Policy Group". At any time during an event, this group can expand to include additional Agency Administrators and Elected Officials appropriate for inclusion in decisions made relating to policy and fiscal needs for the incident. If a disaster occurs within an incorporated area of the County, the Policy Group works in a collaborative environment to coordinate declarations and community response.

It is important to note that an incorporated area must declare a Local Disaster in order to receive reimbursement from the State or Federal government.

The BOCC will support a municipal declaration with County-appropriate action.

The "Policy Group "coordinates and issues formal requests to the Governor's Office via the Department of Public Safety, Division of Homeland Security & Emergency Management (DHSEM). DHSEM may assist the "Policy Group" during the process of declaring a Local Disaster for the purpose of obtaining State and/or Federal assistance.

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Fremont County Board of County Commissioners

- Set and approve policies and budgets regarding response, mitigation, and recovery operations.

- Declare a local disaster or emergency when conditions require.

- Implement direction, coordination, and policy-making functions as necessary during a declared state of emergency.

- Provide representatives to the EOC as needed.

- Authorize special funding for purchases during emergency operations.

- Authorize/approve jurisdiction disaster declaration and subsequent EOP activation.

- Ensure documents and resolutions are in place to smoothly implement the emergency powers of local government.

- Provide leadership and work with the Communications Director/PIO; play a key role in communicating disaster event information and directions to the public.

- Formulate major policy decisions.

- Preserve the continuity of the executive branch of County government.

- Utilize emergency powers when needed to protect life safety, acquire resources, and protect property through an emergency proclamation:

    o Recalling Fremont County employees from vacation and/or leave days

    o Waiving requirements of several purchasing, contracting and bid processes

    o Directing evacuation and debris cleanup

    o Ordering of a curfew

    o Closing of businesses and public spaces

    o Discontinuing sales of alcohol, gasoline, and flammables

    o Ordering suspension of the County permitting process

    o Such other actions as imminently necessary for the protection of life and property

Fremont County Administrator

- Maintains communication with all executives, elected officials, or designees to facilitate the flow of information

- Assists in enhancing situational awareness of all stakeholders

- Implements the BOCC's policies and priorities

- Oversees day-to-day operations and manages the County and OEM budget, to include disaster funds

- Provides direction and guidance for the development and implementation of disaster employee and finance policies. Acts on behalf of the BOCC when no BOCC member is available and provides direction and guidance in line with the BOCC's vision

- Works with the BOCC and County Attorney to plan and activate a COOP for the BOCC

Fremont County Attorney

The County Attorney is responsible for the provision of legal counsel and assistance to county officials before, during and after disaster and emergency incidents in Fremont County, including:

- Serves as the principal legal advisor to Fremont County Government during all phases of emergencies

- Prepares legal documents (disaster declarations, curfews and,etc.)

- Provides interpretation of federal, state, and local laws and regulations to ensure Fremont County is operating within the law during all phases of disaster planning, response, and recovery

- Provides interpretation of federal, state, and local laws and regulations to maximize the ability to recover monies from insurance providers, state/federal disaster assistance programs, and other sources

- Evaluates emergency procurement contracts and intergovernmental agreements to ensure compliance with applicable state/federal laws, regulations, and guidelines

- Reviews official documents including but not limited to disaster declarations, emergency contracting documents, and delegations

- Drafts disaster declarations, resolutions, ordinances, and other legal documents as needed with the Emergency Manager and County Administrator

- Provides legal counsel to elected officials, directors and other Fremont County personnel regarding liabilities and risks associated with emergency response operations and recovery

- Assists the OEM and members of the Policy Group with timely policy decisions

Fremont County Sheriff's Office

The Fremont County Sheriff's Office provides for the safety and security of Fremont County residents

- Develop plans, procedures and organizational structures needed to ensure the continuation and coordination of law enforcement and security of County/City resources during an incident

- Provide an ESF13 representative to the EOC, as requested or practical

- Provide for the welfare of residents, visitors and staff in the Justice Center during an emergency including evacuation, shelter-in-place, and lock-down procedures

- Provide for the welfare of inmates, visitors, and staff in the Fremont County Detentions Center during an emergency including evacuation, shelter-in-place, and lock-down procedures

- Confirm and report the level, severity, and extent of the incident

- Coordinate with the Public Information Officer (PIO) to communicate emergency public information and external communications

- Coordinate with law enforcement personnel in maintenance of security of facilities and supplies, incident scene control

- Provision of animal control services via contracted animal control officers and their coordination with the EOC and first responders for animal rescue requests in the affected area, and coordination with Fremont County OEM for animal emergency sheltering activities and facilities

- Provide shelter security: Evacuation Point and American Red Cross shelters

- Conduct evacuations as required \exercise evacuation procedures

- Establish emergency traffic routes in coordination with CDOT, Road and Bridge, FCDOT, City Public Works, Street and other agencies

- Provides assistance, as needed, to other law enforcement agencies, i.e. Canon City Police Department, Florence Police Department

- Initiate traffic control if needed

Fremont County Coroner

The Fremont County Coroner is responsible for all duties associated with deceased individuals in the county, including pronouncement of death, death investigation, notifications, autopsies, and body removal.

- Provide information concerning the deceased to the appropriate agencies

- Contribute personnel, records and other resources necessary to support the identification, verification and disposition of deceased victims

- Coordinate with the Sheriff, Law Enforcement, Fire, EMS (all as appropriate) for notification of next of kin

- Work with Fremont County PIO/Communications Director to provide information to the public concerning the deceased

- Establish partnerships and mutual aid agreements for fatality resources

- Develop, maintain, and test the Fremont County Mass Fatality Plan

- Establish morgue and direct recovery, identification, and burial of the deceased

- Provide advice to executive bodies on matters pertaining to the disposition, handling, and identification of the deceased

- Serve as a liaison to the EOC as requested

- Conduct investigation regarding the cause and manner of death, including autopsy as required

- Determine cause and manner of death

- Implement mass fatalities procedures as needed in the event of an emergency or disaster

- Provision of expert personnel in scientific identification and all other services as needed

- Provide information about fatalities to the Public Information Officer (PIO) and EOC

- Coordinate the recovery of remains during and following an incident

- Provision of temporary morgue and mortuary services and acquire expanded mortuary services where required

- Partner with state and federal Disaster Mortuary Operations Response Teams (DMORT), as needed

County Departments and Functions

Each County Office/Department has a role in emergency management, before, during and after emergencies and disasters

Fremont County Office of Emergency Management/Emergency Operations Center

- Assessment of emergency conditions and determination of required levels of immediate assistance

- Provide liaison support to Incident Command for law enforcement and non-law enforcement incidents

- Manage, organize, and coordinate emergency and non-emergency operations of the EOC in the event of a disaster or emergency

- Coordinate with Communications/Dispatch centers for emergency public information, warning systems, the establishment of procedures for releases of disaster-related information, establishment of Joint Information Center (JIC), and other public information related concerns

- Prepare and maintain the Fremont County EOP

- Assist local government, public and private sector organizations in the development and maintenance of EOPs, procedures and checklists

- Make recommendations to the Fremont County Policy Group on matters pertaining to an incident of significance, major emergency or disaster or the threat thereof, and ongoing incident response and recovery activities

- Ensure implementation of ICS and NIMS for operations in the field and EOC

- Coordinate disasters, emergencies, and incidents of significance. Coordinate mutual aid assistance

- Recognize the need for evacuation and relocation and establish sites in coordination with Incident Command, Sheriff's Office, and Human Services

- Issue formal requests to the Governor's Office through the Colorado Division of Homeland Security and Emergency Management at the direction of the BOCC for the declaration of a state emergency for the purpose of obtaining state and/or federal assistance

- Prepare emergency or disaster declarations when necessary

- Collect, record, and disseminate information in the EOC

- Maintain liaison with city, county, state, and federal agencies

- Coordinate disaster recovery functions in accordance with the Fremont County Disaster Recovery Plan

- Schedule and conduct training programs and exercises

- Maintain liaison with city, county, state and federal agencies and special districts

- Activate and manage the Fremont County Emergency Operations Center (EOC). *If the EOC is activated*, it will provide coordination, direction, and control of resources

- The EOC may assume dispatch communication responsibilities for the incident

- The EOC will focus on gathering critical information to create an overall picture of the incident for situational awareness. This information will then be used to develop action plans, reports, briefings, and displays

- Provide emergency information assessments and assist the Agency Administrator and the Sheriff with recommendations to county officials concerning the need for local disaster declarations, travel restrictions, curfews or other temporary social restrictions

- Establish communications with Colorado Division of Homeland Security and Emergency Management (DHSEM)

- Prepare and distribute situation reports and damage assessment reports for County Commissioners, Agency Administrators, Sheriff's Office/ Law Enforcement and Fire/EMS Command Staff and DHSEM

- The Planning Section will develop situation reports to be distributed to EOC staff and on-scene incident command

- EOC staff will support both long- and short-term planning activities. Any activities will be planned and tracked by the EOC staff

- Support lead agencies in the coordination and utilization of volunteer organizations

Fremont County Finance

- The Finance department is responsible for all financial considerations for emergencies and disasters:

- Administer finance considerations for emergency situations relevant to the Fremont County's expenditures

- Procurement of emergency-related supplies and materials and administration of vendor contracts for emergency services and equipment

- Assist with resource tracking, office services, printing services, record keeping and documentation of disaster-related costs and financial commitments

- Assist in reimbursement process following an event

- Record-keeping and documentation of disaster-related time, costs and financial commitments

- Ensure emergency payroll needs are addressed

- Participation with other departmental representatives on county damage assessment teams at EOC and joint damage assessment teams (local, state and federal), as needed

- Providing all documentation and records regarding workers' compensation during disasters or emergency situations involving count personnel, along with equipment damage claims.

- Provides assistance in notification of county employees during disaster situations as needed throughout the county

- Administer finance considerations for emergency situations relevant to the Fremont County expenditures

- Provide support personnel and staff to the EOC as needed and available to support overall incident operations

- Ensure forms and documentation for expenditures are complete

- Assist in reimbursement process following an event

- Ensure emergency payroll needs are addressed

- Provide support personnel and staff to the EOC as needed and available to support overall incident operations

Fremont County Human Resources

Human Resources is responsible for assisting with the coordinating and time tracking of county human resources and services necessary for the emergency or disaster.

- Assist with coordinating time tracking and personnel during incident scheduling

- Assist with coordinating time tracking and personnel during incident scheduling

- Provide subject matter insight for scheduling requirements of personnel when requested

- Assist with after-incident documentation requirements as requested

- Provide guidelines for emergency hiring and staff reconstitution following an incident

- Provide a liaison to the EOC as requested

Fremont County Department of Public Health & Environment (FCDPHE)

- Coordinate and provide emergency health services including communicable disease control, medication dispensing, immunizations, and quarantine procedures

- Provide a mechanism to effectively identify children and families who will need additional assistance, as well as individuals with disabilities and others with access and functional needs, with their specific health-related needs in advance of, during, and following an emergency

- Provide a method to secure medical records to enable children with disabilities and/or other special health care needs, as well as individuals with disabilities and others with access and functional needs, to receive health care and sustained rehabilitation in advance of, during, and following an emergency

- Coordinate for assessing and providing mental health services for the public (including individuals with disabilities and others with access and functional needs) impacted by the disaster

- Support healthcare facilities with implementing medical surge capacity as needed, including planning for the activation of Alternate Care Facilities

- Acquire, prioritize, and distribute medical supplies and medications, as needed, to healthcare providers

- Investigate possible food and water borne illness and zoonotic disease outbreaks

- Provide staff and resources as the lead agency in Fremont County for all hazards planning, response, recovery, and mitigation of public health consequences

- Coordinate and provide environmental health services with Community Planning and Development

- Food safety protocols and inspections

- Inspections of designated shelters

- Temporary site inspections for Temporary Debris Staging and Reduction Sites (TDSRS)

- Coordinate the response of veterinarian services and animal care groups, in partnership with Fremont County Animal Care and Control, as appropriate

- Assist emergency medical service providers (fire department, paramedic providers, and private ambulance companies) with logistic coordination of basic and advanced life support services

- Coordinate with Coroner to provide mortuary services, including investigating causes of

sudden unexpected, non- natural deaths, body identification and disposition

- Provide coordination of Family Assistance Center(s) to provide information and assistance to families of the missing and deceased, handling mass deaths and burials

- Coordinate health and medical public information

- In conjunction with OEM and when requested by emergency services agencies: coordinate, provide or contract for Critical Incident Stress Management services for emergency responders

- Conduct public information and education programs on emergency health treatment, prevention, and control of infectious diseases

- Maintain vital records, including collection and recording of environmental health, public health, and death data and information for required operational reports

- Provide situational assessments and recommendations to the Fremont County Board of Health, who is comprised of the Fremont County Board of County Commissioners

Fremont County Public Health Agency – Environmental Health

- Coordinate and provide environmental health services (in coordination with

Environmental Health under Community Planning and Development) including:

- o Assist in assessing potable water, water disposal issues and water contamination and food

- o Provide alternate sources for human waste disposal (e.g., arrange portable latrines, encourage sharing with those who have their own septic systems

- o Control Communicable diseases: those that are transmitted person-to-person, animal-to-person, or vector-to-person. Examples of such diseases are Rabies, Plague, Salmonella, E. Coli, Influenza, West Nile Virus, etc.

- o Schools for proper sanitation

- o Temporary site inspections for Temporary Debris Staging and Reduction Sites (TDSRS)

- o Disposal of disaster related solid waste

- o Conduct public information and education programs on emergency health treatment, prevention, and control of infectious diseases

- o Maintain vital records, including collection and recording of environmental health information for required operational reports

Fremont County Human Services and UAACOG

- Identify, open, and staff emergency shelters, including temporarily using evacuation points

- Human Services is the lead agency for coordinating the establishment of temporary shelters with assistance provided by the American Red Cross, Upper Arkansas Area Council of Governments (UAACOG), and Fremont County Department of Public Health & Environment

- Provide essential care (e.g., food, water) to promote the well-being of evacuees throughout the entire process (including household pets and service animals)

- In conjunction with the Fremont County Sheriff, Canon City Police Department Animal Control Unit, provide care for the owner of household pets through the establishment of a pet sheltering facility

- Ensure shelters, with the support of ESF 8, can accommodate the needs of access and functional needs populations (e.g., medical and prescription support, personal assistance services, durable medical equipment, consumable medical supplies, childcare, transportation [including accessible transportation], foreign language interpreters), including their caregivers. Ensure physical and programmatic accessibility of shelter facilities, effective communication using multiple methods, full access to emergency services, and reasonable modification of programs or policies where needed

Fremont County Community Planning – GIS/Mapping

GIS is responsible for providing the EOC and ICP with all mapping (both paper and digital) requested during and after an emergency or disaster. They will also provide support services as needed throughout the incident, including but not limited to:

- Develop and implement an emergency relocation plan for GIS

- Providing scanning and printing services during the duration of the incident

- Provide mapping services as needed during a disaster

- Coordination of data acquisition from adjacent counties and other agencies

- Upload and download GPS waypoints and tracks

- Create databases as needed by the EOC, Incident Commander and General Staff

See: Fremont County GIS- External Link http://www.fremontgis.com/

Fremont County Road & Bridge, Sanitation and Municipal Public Works

- Transportation coordination:

- Resources inventory, mutual aid, tracking and requests [land and air]

- Infrastructure routes/ re-routes and restrictions

- Manpower for Evacuation Point set-up and evacuation assistance

- Fuel reserves/transport, and generators

- Survey disaster areas and evaluate in terms of preliminary damage assessment in conjunction with the Community Development and Planning Department

- Repair EOC facilities and equipment as necessary

- Clear roads, construct temporary repairs, coordinate, and help with restoring water supply and sewage systems in conjunction with Fremont Department of Transportation, Fremont Sanitation District, Municipal Public Works and Water Districts (as needed).

- Assist in providing potable water and sanitary facilities as needed in conjunction with Fremont Sanitation District, Park Center Water, Rockvale Water Department, and Royal Gorge Bridge Water

- Canon City Water Treatment, Penrose Water District, Florence South Water Treatment and Fremont County Public Health and Environment, Fremont County Building Department, Fremont Planning and Zoning

- Coordinate with the ESF #2 (Communications), and the ESF #15 (PIO) to provide road information/alternative routes for the public. PIO will provide this information to the distribution site as well as using the Variable Message Boards to provide information

- Provide staging area management for incoming resources

- Set up traffic control points and management

- Short and Long-term community recovery

- Coordinates with City of Florence Public Works, Canon City Public Works and Street Department

Fremont County Information Technology

- Overseeing the installation and maintenance of computers and network systems, including internet access redundancy to include automatic fail-over, back-up and recovery

- Always ensures proper function of connectivity

- Assure the protection of information and communication capabilities against cyber terrorism

Fremont County Emergency Service Agencies

Emergency Services agencies include 911 Communications/Regional Dispatch, Emergency Medical Services (EMS), local Fire Districts and Search and Rescue.

CRCA911 Communications

Emergency communications include all 911 communications centers within Fremont County. This plan specifically addresses emergency communications as part of the county system and in unincorporated areas of Fremont County.

Establish a communications system and dispatch procedures to coordinate requested resources:

- Provide support to Incident Command and the EOC upon notification and ensure 24-hour staff coverage as needed and available

- Maintain a distribution list of all support agency contact persons, make necessary notifications, activate support agencies, as necessary, and maintain ongoing communications to support mission assignments

- Coordinate the provision of all mutual aid resources to requesting parties outside of the county upon direction of the Incident Commander in accordance with appropriate resource request procedures and available assets

- Ensure compliance with all local, state, and federal communications requirements

- Delegate responsibility for ordering mutual aid and other resources to the EOC as agreed upon between the Communications Administrator and the EOC Director

- Implementation of available public warning measures

- Coordination of communications and provision of communications staff support for field command post(s)

- Ensure compliance with all local, state, and federal communications requirements

- Delegate responsibility for ordering mutual aid and other resources to the EOC as agreed upon between the Communications Administrator and the EOC Director

- Implementation of available public warning measures

- Coordination of communications and provision of communications staff support for field command post(s)

Canon City/ Florence Police Department

- Responsible for ESF 13 activities within the Canon City or City of Florence and as requested by the Sheriff's Office for mutual aid

- Maintain law enforcement functions throughout the city

- Conduct traffic and pedestrian control

- Warn the population of an emergency when necessary

- Provide law enforcement assistance to the EOC as required

- Provide law enforcement assistance to American Red Cross shelters as required

- Prepare for and conduct evacuation of areas when necessary

- Develop, designate, secure, and advise the public of evacuation routes

Fremont County Fire Protection Districts/ Departments, Canon City Area Fire Protection District (CCAFPD), Florence Fire Protection District (FFPD)

The fire departments and districts that serve Fremont County are responsible for providing all services related to fire prevention and suppression. Additionally, the fire districts/departments will act in a support capacity for all EMS and law enforcement services as needed or requested.

- Agency representatives are responsible for ESF 4 (Fire) and CCAFPD is tasked with ESF 10 (Hazardous Materials) response, containment and mitigation, along with Colorado State Patrol Haz-Mat

- Suppression of structure fires / wildfires in respective jurisdictions or as mutual aid agreements stipulate

- Provide fire causation and arson investigation services

- Assume responsibility and response authority for structural and wildland fires in their respective jurisdictions. Establish an Incident Commander on all fire related incidents and maintain continuous communication with OEM and the EOC

- Provide assistance in all rescue operations as needed or requested

- Inspection of all damaged areas for fire and safety hazards

- Conduct Hazardous Material (HAZMAT) response and control/ mitigation measures

- Provide triage, extrication, and medical treatment to affected persons

- Establish priorities for debris removal

- As conditions, capacity and the incident permit, assist in warning the public and evacuation operations, as requested by and under direction from the Sheriff's Office in disseminating information to the public, providing evacuation operations, providing fire security in evacuated areas, and providing fire protection for emergency shelters

- Enforcement of fire code

Emergency Medical Service (EMS) - Fremont County Providers

- Emergency Medical Services agencies are responsible for the care and transport of all patients or injured parties within the County.

- Coordinate and communicate with local and regional hospitals on the status of patient bed-count and overall emergency medical service capability

- Establish appropriate transportation guidelines and procedures for transferring patients from the scene of an emergency or disaster to available hospitals in Colorado

- Provide all regularly assigned functions relating to emergency medical services to minimize the loss of life due to the disaster/emergency through basic and advanced medical care

- Transport patient for appropriate medical treatment facility dependent on patient needs and availability

- In case of a wildfire, coordinate with the EOC and Incident Command on the identification and establishment of safe and effective alternate care sites

- Coordinate with regional healthcare coalitions and partners, such as Southern Colorado Regional Emergency Trauma Advisory Council (SCRETAC)

- Provide emergency triage sites as needed and requested

- Coordinate with Fremont County Public Health Agency for staffing of alternate care sites or evacuation centers/shelters

- Provide a representative to the EOC as requested by EOC Director as needed and available

- Responsible for the development, training and exercising of the Medical Plan

- Responsible for training and exercising Mass Casualty Incident (MCI) protocols

Municipalities of Fremont County

- City Administration and Staff serve similar roles as their Fremont County Department counterparts as needed or as requested by Fremont County Government, dependent on the incident or planning.

- The Policy Group for the Cities, townships, and other municipalities includes the City/Town Councils, Mayors, City Administrators, Finance Directors, and other departments as required.

- City departments with Fremont County counterparts include:

    o City Streets Departments

    o Planning & Zoning (Fremont County Building Department, Fremont Planning and Zoning)

    o Finance

    o City/ Town Clerk

Humane Society of Fremont County

- Assist FCOEM and ESF 6 with evacuation and short-term shelter of animals

- Develop, exercise, and maintain the Fremont County Pet Sheltering Plan

- Develop, exercise, and maintain a large animal evacuation and sheltering plan

CSU Extension Fremont County

- Fremont County Extension works in partnership with the County Commissioners to provide the citizens of Fremont County with information, education and help in a wide variety of areas.

- Assists with ESF#11

Fremont County Historical Society

- Is a non-profit organization located in Canon City, Colorado. The Society is dedicated to preserving and promoting the history of Fremont County and the Royal Gorge Region.

- Assists with ESF#11(Agriculture, Natural Resources)

- Participate in planning for recovery operations and assist with damage assessments

- Helps with Fremont County CSU Extension, with support from groups like the Fremont County Historical Society. NCR activities might include:

- o Provide technical assistance to help impacted communities.

- o Integrate environmental staff knowledgeable in natural resources and environmental

- o regulatory requirements early in a disaster recovery planning process.

- o Coordinate environmental and historic property issues

Upper Arkansas Area Council of Governments (UAACOG)

- Is an organization dedicated to serving the Upper Arkansas region of Colorado. It provides a range of services aimed at community development, support, and well-being.

- Provides assistance with ESF# 6 and ESF#14

- Act as a liaison with Fremont County business community to participate in Community Preparedness and Resiliency activities

- Participate in recovery operations and planning

Common Spirit St. Thomas More Hospital

- Assume responsibility for care, treatment, and transportation of sick and injured patients

- Provides assistance with ESF# 8

- Responsible for transport of patients to appropriate medical facilities outside of county

- Responsible for training and exercising Mass Casualty Incident (MCI) protocols

- Responsible for the development, training and exercising of the Medical Surge Plan

- Responsible for identifying an alternate care facility (ACF) should the primary facility not be viable

Park Center Water District

- Principal supplier of potable water for public use

- Is designated a Special District, a "quasi-government "of the State of Colorado. Special Districts are organized and authorized to fill voids in service that other local and State governments cannot service

- During an emergency, the operators of these facilities would be contacted to inspect water pipelines and treatment facilities to ensure that the systems have not been compromised and make repairs as necessary to ensure public safety

- Advise the EOC of any threats or damage to water infrastructure

Fremont Sanitation District

- Fremont Sanitation District has been recognized for its ability to treat wastewater, helping to keep our rivers and streams free from contaminants

- Fremont Sanitation District consists of many departments, three of which are Collections, Construction, and Engineering. These departments all work together to fulfill the mission to provide safe, sustainable, and reliable wastewater utility services

- Fremont Sanitation District is responsible for wastewater collection and treatment in the district's defined area. It is also responsible for operational compliance with regional and state regulations

- Fremont Sanitation District processes wastewater from a service area that includes Cañon City, Lincoln Park, Florence and 13 state and federal prisons at the Rainbow Park Regional Wastewater Treatment Plant. All other areas are on septic systems. https://www.fsd.co/webadmin/uploads/fsdboundarymap.pdf

- During an emergency, the operators of these facilities would be contacted to inspect the facilities to determine if infrastructure has been compromised which could contaminate local water supplies and make repairs as needed

American Red Cross

- Assists ESF-6 Mass Care with providing mass care services to include establishing and operating shelters or evacuation points, feeding operations, emergency first aid stations, health, and mental health services

- Supports community recovery, and victim location and information services (such as the Safe and Well Registry and communications between victims and family) and bulk distribution at the request of the Incident Commander

- Supply a liaison to the EOC upon request as able

Solvista Mental Health

- Supports ESF-8 (Public Health) operations regarding mental health, including but not limited to providing mental health counselors and advocates to evacuation centers, shelters, EOC and Response staff, and community meetings

Transportation
Emergency Support Function #1

Fremont County Emergency Operations Plan

LEAD AGENCY: Fremont County Department of Transportation. The Department of Transportation's function is to maintain and perform construction to roadway and drainage structure assets in an effective and efficient manner, manage the transportation infrastructure as needed within the public right-of-way of Fremont County maintained roads, maintain County owned and operated pits used for the maintenance and construction of transportation infrastructure and perform routine maintenance to roads, drainage systems and infrastructure.

SUPPORT AGENCIES: Emergency Management, Colorado Department of Transportation (CDOT) for State Highways, Canon City and Florence Public Works, Corrections, School Districts.

SUPPORTING DOCUMENTATION: Debris Management Plan, Resource Mobilization Plan

I   PURPOSE

The purpose of this ESF is to provide for coordination, control and allocation of transportation assets in support of the movement of emergency resources including the evacuation of people, and the redistribution of food and fuel supplies. Such action could be required in response to a natural disaster or an act of terrorism.

II   SCOPE

The scope of this annex is to describe the general response of the Fremont County Department of Transportation and other supporting agencies in response to an emergency incident in Fremont County.

A.   Response activities will take place in the field and may be coordinated through the Emergency Operations Center in Fremont County and with CDOT's Emergency Response Coordinator, if required.

B.   CDOT has statewide decentralized, operational multi-functional capabilities and provides the citizens of Colorado with quick responses to transportation-related emergencies.

C.   Assets described above will be used to fulfill certain needs of ESF #1 in the event of a disaster.

III   SITUATION

A disaster may result from natural or technological hazards or from a National Security Emergency or act of terrorism that produces extensive damage and results in a large volume of requests to save lives and alleviate suffering. When notified of an emergency situation by the Office of Emergency Management, transportation agencies will monitor the situation, do pre-planning and, if requested, provide assistance, mobilize the necessary available resources to meet demands. These agencies maintain a current inventory of vehicles and will ensure that this inventory is ready for any required response. School transportation may be placed on call.

IV   PLANNING ASSUMPTIONS

A.   The transportation infrastructure in some areas or sectors will sustain damage and/or contamination from hazardous chemicals, explosives, fire, radiological materials or biological hazards. Natural hazards such as snow, ice, floods, tornados, etc. can cause significant damage to the infrastructure or render it unusable for substantial periods of time. The damage and/or contamination will influence the accessibility level of relief services.

B.   Disaster response will require effective transportation coordination.

C.   Priority for the clearing of access routes will be determined in order to permit a sustained flow of emergency relief.

D.   The requirement for transportation capacity may exceed the availability of local assets.

E.   CDOT maintains a computer-based inventory of fleet equipment that could be utilized to manage corridors, equip roadblocks and move required materials and people as needed.

V   CONCEPT OF OPERATIONS

In response to an emergency, the local first responders and local DOT maintenance personnel will assess the extent, type and severity of the disaster area. The status of transportation corridors will be determined, and current fleet and personnel resources will be dispatched to the affected areas.

A.   The Emergency Manager or local Transportation Director will be the ESF #1 Lead when the Emergency Operations Plan has been activated. The ESF #1 Lead will be responsible for coordination of all local agencies providing support under ESF #1.

B.   In smaller magnitude emergencies, requests for assistance may be handled over the telephone. In larger magnitude events the ESF #1 Lead or their designee will respond to the EOC, if activated, to coordinate a response from a centralized location. If a Disaster Declaration is received, the ESF #1 Lead will coordinate closely with the State and Federal ESF #1 Lead if necessary.

C.   ESF #1 Lead will maintain copies of all information to be compiled into a Master Log of the event.

D.   As the incident moves from the response phase to the recovery phase, many ESF activities may transition to a field location.

E.   CDOT will implement its EHTR plan provisions as needed to address the need for management of remaining highway corridor capacity.

VI   ORGANIZATION AND RESPONSIBILITIES

A. Organization

1. ESF #1 activities are mostly conducted in the field with overall coordination by the ESF #1 Lead. Department of Transportation/Public Works Road foremen will oversee their districts. A CDOT Regional Emergency Response Office may be established; if necessary, near the disaster area at a CDOT regional, construction residency, or maintenance area office. This center will communicate with the ESF #1 Lead at the EOC to help coordinate efforts.

2. The ESF #1 Lead (under instruction from the EOC Manager) will also coordinate with transportation assets such as School Districts for help in evacuation and transport of evacuated residents. This is detailed in the Fremont County Evacuation Plan.

B. **Responsibilities** –

    1.   The ESF #1 Lead will coordinate with other local Public Works agencies on priorities of transportation and road repair on non-CDOT highways.

    2.   Department of Transportation/Public Works will respond to areas in need of repair or debris removal under Foreman's requests.

    3.   ESF #1 Lead will coordinate with Law Enforcement for assistance with evacuation routes.

    4.   ESF #1 Lead will coordinate with CDOT for transportation damage and recovery on CDOT highways.

C.   Responsibilities – Supporting Agencies

    1.   Provide personnel necessary to support ESF #1

    2.   Designate an Emergency Response Coordinator as needed

- Overseeing the installation and maintenance of computers and network systems, including internet access redundancy to include automatic fail-over, back-up and recovery

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Communications and Information Technology
Emergency Support Function #2

Fremont County Emergency Operations Plan

LEAD AGENCIES: Fremont County Communications Center (FRECOM Dispatch) and Fremont County Office of Information Technology (OIT)

SUPPORT AGENCIES: Office of Emergency Management, Amateur Radio Emergency Services (ARES), and the Private Sector, Municipal, State and Federal agencies

I   PURPOSE

The purpose of this annex is: to provide emergency telecommunications, telecommunications support for use in disaster or emergency situations, IT support, and data products to response and recovery efforts of first response and County agencies, and, to provide for the receipt and dissemination of emergency notifications including, but not limited to, Homeland Security Alert Levels, enemy attack, natural and technological disasters, hazardous materials incidents, nuclear fallout and any other emergencies or alerts affecting Fremont County. This information will be provided to the populace and private organizations in potentially affected areas receive notification in keeping with all existing references, laws and guidelines.

II   SCOPE

The scope of this Emergency Support Function (ESF) is to describe the overall communications and warning systems employed by Fremont County prior to, during and after a disaster or emergency situation. As well as the role of Fremont County OIT to provide radio, telephone, geographic information systems (GIS), and GPS and computer support services. Coordinate with other ESFs as needed. These systems will be used in support of the operations of the EOC, local government, and the response community and include, but are not limited to radio communications, land line, cellular, secure, and special telephonic communications, computer internet and modem communications and the Emergency Alert System (EAS)

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III   SITUATION

Communications and warning systems are an integral part in the successful completion of any emergency or disaster type situation. This communication and warning ESF are developed as an integral part of the Fremont County Emergency Operations Plan (EOP). This ESF describes the systems which will be used for communications, and for alerting public officials and the general public to impending emergencies or disaster situations that require prompt action to save lives, prevent injuries, and safeguard property. This ESF is issued for the guidance within the County. It is the policy of the County that all available resources for emergencies are ready for immediate use at any time, therefore, this ESF provides for the routine use of state telecommunications and warning resources to augment local resources for any multi-agency response as a means of testing and exercising such equipment and systems.

IV   PLANNING ASSUMPTIONS

It is assumed that all incidents, to include training exercises and exercise support, have the potential for escalation into an emergency or disaster situation that may require support of an EOC and its inherent communications and warning systems until determined differently.

An Emergency Operations Center may not be activated or manned.

V   CONCEPT OF OPERATIONS

As defined, communications will be a separate and distinct system from warning. Each of these systems will be defined and detailed separately.

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VI   COMMUNICATIONS

A.   General

1.   A prime requirement of all organizations engaged in disaster and emergency operations is effective comprehensive telecommunications with all of the involved and potentially involved elements. The magnitude of a particular situation determines the extent of the emergency response and the need for communications. The degree to which and the type of telecommunications systems are utilized is directly related to the scope of the incident.

2.   In a disaster or emergency, all available telecommunications will be used to the extent necessary to achieve a coordinated response. This includes, but is not limited to, DTR, UHF and VHF radio systems.

3.   The existing Fremont County communications network consisting of wire line and wireless telephone, fax, e-mail, Internet, paging and two-way radio will serve to perform all Public Safety communications for emergency operations.

4.   During Emergency Operations, all City and County departments will maintain their existing equipment and procedures for communicating with field operations. They will keep the EOC, if activated, informed of their operations at all times.

VII   ORGANIZATION AND RESPONSIBILITIES

A.   **COMMUNICATIONS**

1.   **Organization**

a.   **FRECOM Dispatch** will provide communications necessary for emergency operations and to act as a Public Safety Communications Center. It is staffed on a 24-hour/7-day basis by trained communication specialists. If FRECOM is not available, then Pueblo Dispatch will oversee the duties as Communications Center. The Communications Center Supervisor will be the ESF #2 Lead for Communications but will not normally have a representative in the EOC.

b. **All local government agencies within Fremont County** that have interoperable communications equipment can talk to FRECOM and Public Safety agencies. Additional communications equipment may be available for other agencies as needed. Interoperable communications equipment is being made available to all local government agencies as resources allow.

c. **Other Support Organizations** can be called upon in the event that the Communications Center(s) are inoperable or overloaded.

1   **The Civil Air Patrol** has an extensive network of volunteer run VHF repeaters, base stations, HF and VHF mobiles and air-mobiles located throughout the state, and a large cadre of qualified amateur radio operators.

2   **Amateur Radio Organizations** such as **ARES** and **RACES** can provide most modes of communications. ARES has an extensive statewide network of volunteer run and owned/operated VHF repeaters, base stations, HF, UHF, and VHF mobiles. ARES has a Quick Response Vehicle (QRV) that is capable of providing multiple modes of backup communications and internet capabilities.

3   **Army National Guard (ARNG)** - The ARNG has HF facilities at each armory, as well as mobile HF and low band units. The ARNG also has service facilities, communications and signal units, and technicians.

4   **Government Emergency Telephone System (GETS)** – The State of Colorado has been granted access to the Federal government's GETS. This is a telephonic priority system. If telephone circuits are not available due to high usage, during an emergency, using GETS will allow priority access to lines and cell sites. The DHSEM Communications and Warning Officer has access cards required to use the system. This access can be used by state and local government representatives; however, all calls will be paid for upon conclusion of the event.

5   Mobile communications trailers – Three (fully equipped) (3) portable VHF/UHF packages and one (1) HF portable packages designed for the replacement of base station or communications centers and or use at forward command posts or locations in the field are available through the Division of Emergency Management and Homeland Security (DHSEM) and the Colorado State Patrol. An additional communications trailer may be available from the Department of Corrections (DOC).

6. Wireless Telephone Companies can provide portable cell towers upon request.

2. **Responsibilities**

a. The ESF #2 in conjunction with the Emergency Manager has the responsibility for providing communications with responding agencies and providing warnings to appropriate agencies for distribution when required.

B. **WARNING**

1. **Organization**

a. The emergency management agency has overall responsibility for warning. The Emergency Manager will coordinate the warning system with the agencies listed below.

b. Warnings to the county, area, state, regional and national warning points may originate from any point having knowledge of an imminent threat to life or property and access to the system. The original source of these warnings may be spotter networks, law enforcement, fire, or state agencies or federal agencies such as the National Weather Service.

c. Procedures for activating the Emergency Alert System are explained in the appendix at the rear of this ESF.

2. **Responsibilities**

a. **Law Enforcement**

- Will provide public address units if required.

- Will provide manpower for door-to-door warning.

- Will provide Social Media messages through the Sheriff's Public Information Office*r*

b. **Fire Services** - Will provide public address units if required. Will provide manpower for door-to-door warning as available.

b. **Media -** Will disseminate warnings provided by authorized sources to the general public as rapidly as possible.

c. **CRCA911 (FRECOM)** - Will disseminate warnings provided by authorized sources to the general public as rapidly as possible using reverse notification (EVERBRIDGE).

d.   **OIT**

   1. Open a telecommunications and IT request/tracking log.

   2. Establish contact/coordination with the EOC staff, Incident Command staff or Expanded Dispatch as appropriate.

   3. Determine current and anticipated telecommunications and IT needs based on information provided by the IC staff or Expanded Dispatch.

   4. Contact supporting agencies to determine the availability of telecommunication and IT resources to meet current and anticipated needs of the incident.

   5. Assess and report the availability of IT resources.

   6. Coordinate the delivery of telecommunications and IT support with the IC staff or FRECOM Dispatch.

   7. Identify un-met needs to ESF 5, the Emergency Management Director who will coordinate and request Regional, State, and Federal assistance through CDHSEM.

   8. Document telecommunication and IT support.

   9. Assist Emergency Management in the development of a County-Wide situation assessment.

   10. Provide updates for Situation Reports and Briefings

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COMMUNICATIONS APPENDIX 1

Existing Warning Systems and Use

A   **National Warning System (NAWAS)**

NAWAS is a nationwide, dedicated telephone warning system. It operates on three levels: federal, state, and local. If the North American Aerospace Defense Command (NORAD) confirms an enemy attack, then a warning is disseminated to all warning points on the system. Colorado State Patrol in Pueblo is the Regional Warning Point for NAWAS.

B   **Colorado Warning System**

Colorado has a state-level extension of NAWAS. Each Area Warning Center is on the network, along with NWS Forecast Offices. Pueblo County is the Regional Warning Point, from which information is disseminated to Fremont County.

C   **Colorado Information Analysis Center (CIAC)**

The CIAC is a statewide computer network connecting the State Warning Point with city, county, state, federal, and military law enforcement and criminal justice agencies in Colorado.

D   **National Weather Service (NWS)**

Current weather information and warnings are received from NWS by KRLN and/or the Fremont County Dispatch Center. In addition, NWS will issue severe weather warnings over the NAWAS line. Weather alerts are also available through weather radios.

E   **Flood Warning System**

The National Weather Service has established a network of rain and river flood sensing warning devices to collect data for flood warning purposes. If excessive rainfall occurs, the NWS makes flood predictions and if necessary, warnings are issued. The Hayden Pass Burn Scar flood area has a separate notification/warning plan.

F   Emergency Alert System (EAS)

The EAS provides a means for supplying emergency information to the public. It utilizes AM/FM radio and television broadcast services that are provided on a voluntary, organized basis. The system may be activated at the federal, state, or local level. Further details regarding this system are in Appendix 3 along with a list of the local broadcast stations that are part of the system. Fremont County is now using the IPAW's system as an additional EAS alert method as well.

G   Warning Sirens

Supplemental siren coverage for fire and law personnel is provided through mobile units.

H   Special Locations

1.   Those schools, hospitals, nursing homes, major industries, and places of public assembly equipped with warning system radio receivers will be responsible for monitoring the channel for warnings and taking appropriate action.

2.   Those schools, hospitals, nursing homes, major industries, and places of public assembly not on the warning network will be contacted by telephone or other means and will then take appropriate action.

I   Print Media

When time is sufficient, warnings and emergency information are provided through the print media, particularly newspapers. A copy has been prepared for specific emergencies and can be put into print very quickly.

J   Neighborhood Warning Procedures

In some instances, additional warning must be provided to certain areas. Methods used include vehicle-mounted public address and door-to-door warning. The use of mobile public address units should be communicated to the public in advance so as to preclude public confusion concerning the use of these vehicles. If used, two vehicles should be employed. The first will get the attention of the people, and the second will deliver the warning message. Door-to-door notification should be considered, particularly in rural areas.

K   Fremont County Reverse Notification System

The EVERBRIDGE system relies on a database of land and wireless telephone subscribers in Fremont County. It employs a sign up for other wireless subscribers to be part of the emergency notification plan. The

system uses an internet-based mapping system that permits rapid dissemination of emergency messages to select geographic areas through land and wireless based communication devices.

*Note: The Fremont County Alert and Warning Plan goes into more detail for alert and warning procedures and polici*es.

L   **Social Media**

When and where appropriate, warnings and notifications may be sent out through social media platforms. This will often be done through Emergency Management/County PIO, the Sheriff's Office PIO but may also be done by members of the Fremont County Public Information Officers and Joint Information Center Group, or the Southern Colorado public Information Officers group.

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COMMUNICATIONS APPENDIX 2

NAWAS PHONE

A.   **Warning Points**

        1. National Warning Point disseminates information to Colorado State Patrol Warning Point in Denver. - Receives warnings and emergency information.

        2. CSP Warning Point disseminates information to Regional Warning Points

        3. Our Regional Warning Point is CSP Pueblo.

        4. Alternative Warning Point is the State's Emergency Operations Center (EOC)

B.   **Dissemination of Information**

        1. When Pueblo CSP receives an alert, watch or warning or other emergency information over the NAWAS line, the information is disseminated to Frecom. This will then be passed on to the appropriate agencies.

        2. KRLN will tell its user agencies per its policy.

        3. A follow up FAX or TTY by radio or phone will occur to ensure acknowledgement of receipt.

        4. Relay the exact message received

C.   **Secondary Warning Point Responsibility**

Maintenance of NAWAS phone is extremely important. Phone failures due to phone line trouble need to be reported to Qwest, or the appropriate provider service immediately.

D.   **Alert to State Warning Point**

        1. NAWAS is two-way, and Frecom could initiate a call to the State Warning Point to inform them of a large-scale Fremont County event, possible requiring state or federal emergency assistance.

        2. The Fremont County Emergency Management, Sheriff's Office, Board of County Commissioners shall initiate any request or inquiry to the state EOC or FEMA.

E.   **Daily, Monthly, and Quarterly Tests -** Occur as necessary.

EMERGENCY ALERT SYSTEM AND STATIONS

I.   **EAS Procedures**

A.   **AUTHORITIES**

Title 47 U.S.C. 151, 154(i) and 154(o), 303(r), 524(g), and 606, and 47 C.F.R. Part 11, FCC Rules and Regulations, Emergency Alert System (EAS).

II.   **PURPOSE**

1. The purpose of this document is to disseminate emergency information and warning to the general public in the EAS Local Area or any portion thereof within the broadcast coverage and cable system service areas at the request of designated local, state and Federal Officials.

2. The Fremont County EAS may be activated on a day-to-day basis in response to emergencies such as: power outages, floods, wildfires, civil disorders, toxic leaks or any occurrence which poses a danger to life or property.

3. Acceptance of/or participation in this plan shall not be deemed as a relinquishment of program control and shall not be deemed to prohibit a broadcast licensee or cable operator from exercising independent discretion and responsibility in any given situation.

4. Broadcast stations and cable systems originating emergency communications shall be deemed to have conferred rebroadcast authority.

5. The concept of the management of each broadcast station and cable system to exercise discretion regarding the transmission of emergency information and instructions to the general public is provided by FCC Rules and Regulations.

KEY EAS DISSEMINATION POINTS

Local Primary Source (LP-1)	Radio Station
	KSTY 104.5 FM
	KRLN-1400 AM
	Contact/ Telephone Station Manager *Tay Jeffords 719-205-0100* (719) 275- 7488 – KSTY/KRLN
	Airtime/ Hours
	AM/FM, 24 hrs. / Broadcast; 6am-6pm staffed

Local Primary Source (LP-2)	National Weather Service (Pueblo)
	EAS Monitoring Assignments- Southeast Colorado
	Broadcast: KJY-81m 162.500 MHz, Canon City
	Contact/ Public Service Phone Line (719) 948-4029
	Airtime/ Hours
	24 hrs. / Broadcast

III. ACTIVATION OF EAS SYSTEM

1. The following designated officials may authorize activation of the EAS System:

   Fremont County Commissioners/County Administrator within Fremont County

   Fremont County Sheriff

   Fremont County Emergency Management Director

   National Weather Service

   Fremont County Incident Commander

   Canon City Police Chief

   Canon City Fire Chief

   Florence Police Chief

   Florence Fire Chief

   Penrose Fire Chief

2. Request activation of the EAS system through the Fremont County Emergency Operations Center (if active) via telephone or radio. If the EOC is not available, messages may be provided to each EAS source listed above.

3. Designated officials use the following format when contacting the Emergency Operations Center (if active) or EAS sources listed above:

   A. Report Name and Title

   B. Report Incident Name

   C. Report Emergency Message

4. Designated officials determine transmission details (i.e., live or recorded, immediate or delayed). The designated official activating the system will determine emergency information to be relayed. Message length should be targeted at 90 seconds or less.

PROCEDURES FOR EMERGENCY OPERATIONS CENTER SUPERVISOR*

(The EAS system is not available for direct input at this time)

When requested activation of the EAS System occurs, the EAS operator shall proceed as follows:

1. Transmit the EAS Header and Attention Signal.

2. Transmit the following announcement and material:

"We interrupt this program to activate the Emergency Alert System for the _____ (impacted area) because of a local emergency. Important instructions to follow"

3. Follow emergency information as outlined in the adopted procedures.

4. To terminate the EAS message (immediately or later), make the following announcement:

"This concludes Emergency Alert Service programming. All broadcast stations and cable systems may now resume normal operations."

5. Transmit the EAS End of Message (EOM) Signal.

V.   PROCEDURES FOR BROADCASTERS

1. Transmit encoded message as received.

   Note: For state and local emergencies, broadcasters and cable operators have the option of transmitting only the EAS header and EOM codes without the Attention Signal and Emergency Message. This is acceptable so that EAS coded messages can be quickly relayed through areas unaffected by the emergency.

2. All other broadcast stations and cable systems are monitoring key sources via EAS monitor receiver/decoders and will be alerted by the header codes and attention signal. Each station and cable system upon receipt of the signal will, at the discretion of management, perform the same procedures as in step 1 above by transmitting the emergency message from the **LP-1** or **LP-2**.

3. To avoid unnecessary escalation of public confusion, all stations and cable systems must be cautious in providing news and information pertaining to the emergency. All messages must be based on definite and confirmed facts as determined by the designated officials requiring activation of the system.

4. Upon completion of the above transmission procedures, resume normal programming. Appropriate notations should be made in the station and cable system records. A very brief summary may be sent to the FCC for information purposes only.

VI. TESTS

1. Tests of the EAS procedures can be conducted on a scheduled monthly basis from a point that would originate the common emergency message. Unless a scheduled state test is received from the State Primary, the local primary station will originate the Required Monthly Test (RMT).

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COMMUNICATIONS APPENDIX 4

LIST OF EAS CODES TRANSMITTED BY EAS KEY SOURCES

"EEE"	Event Codes
TOA	Tornado Watch
TOR	Tornado Warning
SVA	Severe Thunderstorm Watch
SVR	Severe Thunderstorm Warning
SVS	Severe Weather Statement
SPS	Special Weather Statement
FFA	Flash Flood Watch
FFW	Flash Flood Warning
FFS	Flash Flood Statement
FLA	Flood Watch
FLW	Flood Warning
FFS	Flood Statement
WSW	Winter Storm Warning
BZW	Blizzard Warning
HWA	High Wind Watch
HWW	High Wind Warning

Products not originated from the National Weather Service

EVI	*Evacuation Immediate*
CEM	*Civil Emergency*
DMO	*Practice/Demo Warning*
ADR	*Administrative Message*

COMMUNICATIONS APPENDIX 5

Public Communication Systems Contacts:

Local Media:

⇒ Colo. Springs Channel 11 (KKTV-CBS)

⇒ Colo. Springs Fox Channel 21 (KXRM)

⇒ Pueblo Channels 5 and 30 (KOAA – NBC)

⇒ Pueblo Channel 8 (KTSC-PBS) 719 543-8800

⇒ Denver Channel 4 (KCNC) 1-800-444-5262

⇒ KRLN (EAS-LP-1)   AM 1400   719-275-1400

⇒ KSTY (EAS-LP-2)   FM 104.5   719-275-7488

⇒ Channel 9 News (NBC)   719-485-9999

⇒ Royal Gorge Amateur Radio (see OEM Current Contact List)

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Public Works and Engineering
Emergency Support Function #3

Fremont County Emergency Operations Plan

LEAD AGENCY: Fremont Department of Transportation for County Roads, CDOT for State and Federal Highways.

SUPPORTING AGENCIES: Canon City Public Works, Florence Public Works, Colorado Department of Transportation (CDOT), Corrections, Public Health and Environment, Office of Emergency Management and Private Sector.

I   PURPOSE

The purpose of ESF #3 is to provide debris clearance, roads, highways and bridge repairs, engineering, construction, repair and restoration of essential public works systems and services, and the safety inspection of damaged buildings. (See the Fremont County Debris Management Plan).

II   SCOPE

A.   The scope of this annex is to describe the general response of the Department of Transportation and other supporting agencies in response to an emergency incident in Fremont County.

B.   In the event of an incident involving criminal or terrorist acts, responding personnel will work to preserve evidence and will fully coordinate all activities with the law enforcement officer on scene.

C.   Response activities will take place in the field, in or near the scene of the emergency; activities may be coordinated through the EOC, if activated.

D.   Department of Transportation has operational multi-functional abilities and provides the citizens of Fremont County with quick responses to transportation-related emergencies where expertise in highway maintenance and in transportation engineering may be needed. These resources are fully equipped with highway maintenance and construction related equipment.

III   SITUATION

A disaster may result from natural or technological hazards or from a National Security Emergency including acts of terrorism that produces extensive damage and results in a large volume of requests to save lives, alleviate suffering and restore transportation corridors. When notified of an emergency situation, the Department of Transportation will mobilize the necessary available resources to meet demands. They will respond directly and immediately to incidents on the County Road system as soon as notification of the incident is received. The Department of Transportation maintains a current inventory of vehicles and will ensure that this inventory is ready for any required response. CDOT will respond to CDOT maintained highways.

IV   PLANNING ASSUMPTIONS

A.   Assistance may be needed to clear debris, perform damage assessment, structural evaluations, make emergency repairs to essential public facilities, reduce hazards by stabilizing or demolishing structures, and provide emergency water for human health needs.

B.   Access to the disaster area will be dependent upon the re-establishment of ground routes. In many locations debris clearance and emergency road repairs will be given top priority to support immediate life-saving emergency response activities.

C.   Rapid damage assessment of the disaster area will be required to determine potential workload.

D.   Emergency environmental and legal clearances will be needed for handling and storage/disposal of materials from debris clearance and demolition activities.

E.   Significant numbers of personnel with engineering and construction skills along with construction equipment and materials may be required from outside the disaster area.

F.   CDOT maintains a computer-based inventory of fleet equipment that could be utilized to manage corridors and clear debris as needed from affected CDOT roadways.

V   CONCEPT OF OPERATIONS

A.   In response to an emergency, the local first responders and local Department of Transportation maintenance personnel will assess the extent, type and severity of the disaster area (see the Rapid Needs Assessment and Damage Assessment plans). The status of transportation corridors will be determined. Responding equipment will contact the local incident commander on scene for instructions and clearance before proceeding to enter any affected area. Responding personnel are maintenance and engineering personnel and are not trained or equipped to directly handle hazardous materials contaminated sites. They will work with trained personnel in areas deemed safe by the incident commander to clear debris in un-contaminated areas and will support those involved in direct handling of the hazardous materials contaminated debris.

B.   The CDOT Emergency Response Coordinator (ERC) will be the ESF #3 Lead when the Emergency Operations Plan has been activated and the emergency is on CDOT maintained highways. The ESF #3 Lead will be responsible for coordination of all state agencies providing support under ESF #3.

C.   In small magnitude emergencies, requests for assistance may be handled over the telephone. In larger magnitude events, the ESF #3 ERC may respond to the EOC to coordinate a response from a centralized location. If a Disaster declaration is received, the ESF #3 Lead will coordinate closely with the State and Federal ESF #3 Lead.

D.   ESF #3 will maintain copies of all information to be compiled into a Master Log of the event.

E.   As the incident moves from the response phase to the recovery phase, many ESF activities may transition from the EOC to a field location.

VI.   ORGANIZATION AND RESPONSIBILITIES

A.   Organization

1.   ESF #3 activities are usually conducted in the field with overall coordination by the ESF #3 Lead.

2.   When an emergency occurs on a CDOT maintained highway a CDOT regional emergency disaster field office may be established, if necessary, near the disaster area at a CDOT regional, construction residency, or maintenance area office. This office will provide status updates to the ESF #3 at the EOC as requested.

3. On County maintained roads the Department of Transportation Supervisor will be the ESF #3 Lead and may be requested to respond to the EOC.

B. Responsibilities – CDOT

1. CDOT will follow CDOT guidelines and SOPs in accordance with their agency's requirements. Will coordinate with the EOC and Emergency Management as requested.

C. Responsibilities – Department of Transportation

1. The Department of Transportation will direct the allocation of resources, personnel, and other required support for the response activities. Maintain a communications network with local, city, and county officials and provide a communication link to the ESF #3 Lead

2. Evaluates availability and commits the personnel, material, supplies, and equipment that can be provided to respond. Provides communication networks through vehicle-based radios. Provides personnel for 24-hour coverage as needed.

3. Provides 24-hour transportation system information including road closures, detours, delays, alternate routes, etc. Controls message signs at key locations along transportation corridors, if available.

4. Provides personnel for damage assessment teams, repair recommendations and accounting management of emergency force account work.

D. Responsibilities – Supporting Agencies

1. Provide personnel necessary to support ESF #3

2. Designate an Emergency Response Coordinator to work with ESF #3 Lead.

VII. FINANCIAL MANAGEMENT

The ESF #3 will work with the County Finance Officer for the procurement of resources the County does not have.

During a response, CDOT will record and track its own expenditures and seek reimbursement from the appropriate resource after the event. All requests for resources given the ESF #3 will be processed in accordance with CDOT policy and protocols.

Local towns and cities will follow their own policies.

Firefighting and Urban Search and Rescue
Emergency Support Function #4

Fremont County Emergency Operations Plan

LEAD AGENCY: Fire Agencies, Sheriff's Office

SUPPORTING AGENCIES: BLM, CSFS, USFS, FDOT

I.   **PURPOSE**

      A.   The purpose of this ESF is to provide procedures for the mobilization and coordination of firefighting personnel, urban search and rescue personnel, equipment, and supplies in the event of a fire, urban conflagration, other firefighting related emergency, significant natural disaster, or other events requiring firefighting and/or urban search and rescue response within the county.

      B.   Wildland fires are addressed the same as ESF #4.

      C.   Urban search and rescue is the process of locating, extricating, and providing initial medical treatment to victims trapped in collapsed structures or rescuing or removing persons threatened or stranded in harm's way by any emergency or hazardous event when they cannot remove themselves. Urban search and rescue can include technical rescue activities such as dive rescue and heavy lifting. Alpine/rural/wilderness search and rescue activities (emergency incidents involving locating missing individuals, mountain rescue, locating downed aircraft, etc.) are addressed as a separate ESF (#9).

      D.   A major disaster or civil emergency may generate conditions that vary widely in scope, urgency, and degree of devastation. Substantial numbers of people could be in life threatening situations requiring prompt rescue and medical care. Because the mortality rate will dramatically increase beyond 72 hours, search and rescue efforts must begin immediately.

II.   **SCOPE**

      The scope of this ESF is to describe the general actions of the Fire Departments and other supporting agencies in response to emergencies.

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III. SITUATION

A. Under the best of circumstances, the management of a large firefighting operation is complex, often involving hundreds of people and several different agencies and local jurisdictions. Fires resulting from or independent of, but coincident with, a catastrophic event will place extraordinary demands on available resources and logistics support systems.

B. A major emergency or disaster may cause conditions that place persons in life-threatening situations requiring prompt rescue and medical care. Rescue personnel can encounter extensive damage to structures, which may require search and rescue expertise.

C. The potential for damage from fires in urban areas is especially high during and after a major disaster or terrorism event. Numerous fires have the potential to spread rapidly causing extensive damage threatening life and property. Normally available firefighting resources may be difficult to obtain and utilize because of massive disruptions of communications, transportation, utility and water systems.

D. Local fire departments will be one of the primary response agencies in most terrorist events (conventional, chemical and radiological). They may also provide important support roles during response to and recovery from a bioterrorism event.

E. Most ESF #4 activities will be performed in the field but may be requested to provide personnel in the EOC.

IV. PLANNING ASSUMPTIONS

A. Major fires and other emergencies that exceed local capabilities will occur.

B. Responders may face added 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, exposure to biohazards, toxins, and blood-borne pathogens.

C. Terrorism events may result in major structural fires, structural collapse, mass casualties, and the need for mass decontamination.

D. Access to damaged areas may be restricted.

E. Successful operations require organized, interagency cooperation at all levels of government.

F.   Agencies that commonly support large fire suppression operations, including the Colorado State Forest Service and U.S. Forest Service, may receive urgent requests from non-fire-related agencies for personnel, equipment, and supplies. Many of the resources commonly available for use in fighting large wildfires may be scarce or unavailable.

G.   Wildland firefighting forces may be diverted to assist in the control of fires in urban areas because of more urgent threats to life, property, and the environment and due to shortages of urban firefighters required to respond to other types of emergencies.

H.   Efficient and effective mutual aid among the various local jurisdictions, State, and Federal fire agencies requires the use of the ICS together with compatible firefighting equipment and communications.

V.   CONCEPT OF OPERATIONS

A.   ESF #4 can utilize the Annual Wildfire Operating Plan and Memorandum of Understanding Agreements between various fire and law enforcement agencies.

B.   Cities, towns, fire protection districts, and other fire protection organizations are responsible for requesting support through existing agreements and/or the appropriate county agency when an incident exceeds local capabilities.

C.   Ordering and tracking of resources is accomplished through activation of the State Emergency Operations Center's; Interagency Resource Ordering Capability (IROC) dispatch function and/or WebEOC. (See the Fremont County Resource Mobilization Plan).

D.   Resources may be pre-positioned, if it becomes apparent, they will be required.

E.   ESF #4 may coordinate deployment of liaison staff to local governments as necessary in order to support the implementation of this plan.

F.   Coordinate with Emergency Management where appropriate for suppression and non-suppression activities.

VI.   ESF ACTIONS

In preparation for and execution of its fire protection mission, ESF #4 Leads will oversee:

A.   **Preparedness**

1.   Maintain current inventories of fire service facilities, equipment, and key personnel throughout the county.

2.   Help coordinate the organization and training of fire service emergency teams to rapidly respond to requests for assistance.

3.   Help prepare local fire departments to respond to terrorism events by providing Weapons of Mass Destruction and terrorism training, including training on evidence preservation.

4.   Coordinate with other relevant governmental and private entities.

5.   Implement alert and pre-activation procedures as necessary.

6.   Maintain liaison with urban search and rescue assets and plan for reception of external assets.

B.   **Response**

1.   Support local fire departments with appropriate resources to include mobilizing and deploying firefighting teams and resources as needed.

2.   Identify and dispatch appropriate emergency resources through Interagency Resource Ordering Capability (IROC) and/or WebEOC.

3.   Coordinate with Wildland Fire Lead or designee for use of wildland firefighting assets to support urban firefighting operations, when indicated.

4.   Implement alert/activation procedures for County agencies. Coordinate with State EOC to obtain State assistance as required.

5.   Coordinate with ESF 1 and ESF 3 for use of Department of Transportation/Public Works assets to support firefighting operations, when indicated.

6.   Using the Incident Command System, assume responsibility for coordinating and tracking resources committed to an incident. This may include placing personnel at a forward command post.

7.   Plan for and establish relief resources to replace or rotate with committed resources for extended operations.

8.   Obtain and submit situation and damage assessment reports and provide information to the EOC/Communications Center.

9.   Coordinate with Colorado Fire Prevention and Control to coordinate fire service response beyond the County's capability.

10.   Coordinate with Emergency Management to access resources through the Emergency Management Assistance Compact, FEMA, and other interstate and Federal entities for response beyond the county's capability.

11.   Request supporting agencies maintain appropriate records of costs incurred during an event.

12.   Request supporting agencies document any lost or damaged equipment and personnel or equipment accidents.

C.   **Recovery**

1.   Maintain adequate resources to support local operations and plan for a reduction of resources.

2   Upon request, ESF #4 Lead will provide firefighting and urban search and rescue resources for recovery efforts.

3.   Conduct reviews of incident actions with teams involved to improve future operations.

4.   Anticipate and plan for arrival of, and coordination with, State and/or FEMA ESF #4 Lead and ESF#9 personnel in the EOC.

5.   Inform agencies providing resources for where to send records.

6.   The specific recovery actions following an emergency or disaster will be determined by the event.

D.   **Mitigation**

1.   Provide proactive information to landowners for fire prevention.

VII.   RESPONSIBILITIES

    A.   Fire Agency Leads

        1.   Identify and provide personnel to staff ESF #4 in the EOC.

        2.   Task personnel to accomplish support responsibilities.

        3.   Provide assistance to local jurisdiction fire organizations and the Colorado State Forest Service as requested.

        4.   Notify all ESF #4 supporting agencies upon activation.

        5.   Maintain database inventories of fire service facilities, equipment, and key personnel throughout the County.

        6.   Coordinate with the other county agencies on the organization and training of fire service emergency teams. Alert, activate, and employ firefighting teams to requests for assistance.

        7.   Monitor status of all fire service operations and provide updates to EOC.

        8.   Arrange for direct liaison between fire chiefs and Incident Command to coordinate requests for firefighting assistance in structural or industrial fire protection operations.

        9.   Document and report emergency disaster-related expenditures to qualify for reimbursement.

        10.   Contribute to the incident after-action report.

    B.   Department of Transportation/Public Works

        1.   Identify and assign personnel to maintain contact with and prepare to execute missions in support of ESF #4 during periods of activation

        2.   Maintain inventories of assets that may be utilized to support fire service operations

        3.   Provide equipment, fuel, personnel, shop service, and transportation assets to support fire service operations.

        4.   Contribute to the incident after-action report.

VIII.   FINANCIAL MANAGEMENT

A.   Large sums of State and local funds are spent during a catastrophic emergency. Financial operations are carried out under compressed schedules and intense political pressures which require expeditious purchases that must meet sound financial management and accountability requirements.

B.   Agencies supporting ESF #4 are responsible for providing financial support for their operations. Each agency and department are responsible for maintaining appropriate documentation to support requests for reimbursement, submitting bills in a timely fashion, and for closing out mission assignments.

C.   Each agency is responsible for establishing effective administrative controls to guide the expenditure of funds during an emergency. Accurate activity and expenditure logs, invoices, and other financial transaction records are required for Federal reimbursement requests. Record keeping is also necessary to facilitate closeouts and to support post-emergency audits.

D.   All financial commitments made are subject to the availability of fund

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Emergency Management
Emergency Support Function #5

Fremont County Emergency Operations Plan

Lead Agency: Office of Emergency Management, EOC Team

Support Agencies: All County Departments and Agencies, Volunteer Agencies, Professional Associations, and the private sector.

1.   **PURPOSE**

Emergency Support Function (ESF) #5 - Emergency Management is responsible for supporting overall activities of the County for all-hazard emergencies and disasters. ESF #5 provides the support management and administrative functions and provides liaison with the local jurisdictions and state government.

II.   **SCOPE**

A.   ESF #5 helps provide the overall coordination function for all incidents regardless of hazard, degree of complexity, or duration, and therefore, may be activated at some level for all potential and actual Incidents

B.   The scope of ESF #5 includes those functions critical to support and facilitate multi-agency planning and coordination for operations involving potential and actual emergencies/disasters in the County. This includes alert and notification, deployment and staffing of special teams, incident action planning, situation reporting, coordination of operations, logistics and material, direction and control, information management, facilitation of requests for state assistance, resource acquisition and management (to include allocation and tracking), personnel management, facilities management, financial management, and other support as required.

III.   **POLICIES**.   This ESF:

A.   May be activated at an EOC with liaison activities in the field, in anticipation of, or in reaction to the occurrence of an emergency or disaster in Fremont County.

B.   Is responsible for establishing the presence in the impacted area in anticipation of immediate and longer-term assistance. This presence is established first by the Emergency Manager or other coordinator and may be followed by a larger contingent of county representatives.

C.   Is responsible for the coordination and validation of all local requests for assistance.

D.   Conducts coordination of the local emergency/disaster declaration and request for assistance to the state

G. Identifies and resolves resource allocation issues

F.   Responsible for the development of an Incident Action Plan in which all activated agencies participate.

G.   Serves as the central point for receiving information and producing Situation Reports.

H.   Supports the implementation of Mutual Aid Agreements to ensure a coordinated response.

I.   Coordinates requesting assistance from other counties or responding to requests from other counties.

IV.   CONCEPT OF OPERATIONS

General

A.   ESF #5 may assign staff to the management positions on the Operations, Planning, Logistics, and Finance and Administration Sections and coordinate the efforts of other ESFs in the EOC.

B.   During the initial operational period of an incident, the collection of emergency/disaster information will primarily be through the local EOC, if activated. If the event is of such magnitude to warrant state assistance, ESF #5 will plan and coordinate such response actions.

C.   Essential information needed includes the following:

      1.   Boundaries of the disaster area and political jurisdictions impacted.

      2.   Number of dead or injured persons.

      3.   Social/economic/political impacts.

4.   Status of communications systems.

5.   Status of transportation systems.

6.   Hazard type and hazard specific information.

7.   Access routes/points to disaster area.

8.   Status of operational facilities in the disaster area.

9.   Shelters.

10.   Weather data.

11.   Status of critical facilities.

12.   Status of reconnaissance activities (air and ground).

13.   Status of key personnel.

14.   Status of ESF's.

15.   Status of disaster/emergency declaration(s).

16.   Major activities/issues of ESFs.

17.   Resource needs/shortfalls.

18.   Overall priorities for response.

19.   Status of forthcoming activities.

20.   Status of donations.

21.   Historical information.

D.   If the event is of a magnitude to involve state assistance, OEM will coordinate this request and provide appropriate information to the state agencies involved.

E.   ESF #5 will maintain copies of all information.

V.   **Organizational Structure:**   ESF #5 - Emergency Management is established in accordance with the National Incident Management System (NIMS). ESF #5 supports the general staff functions of the overall emergency management organization described in the NIMS: command, operations, planning, logistics, finance, and administration. In accordance with NIMS, the size of the event will determine the actual number of

personnel and functions that are staffed. In some small incidents one person may handle several functions

A.   **Command:** ESF #5 includes the command function (EOC Manager and Branch/ Section Chiefs) and provides support with senior staff and by providing Incident Action Planning, information, administrative, logistics, and financial support functions.

B.   **Operations:** ESF #5 may assign the Operations Section Chief to coordinate the efforts of the ESFs and initiates and manages the mission assignment process.

C.   **Planning:** ESF #5 may assign the Planning Section Chief. ESF #5 provides for the collection, evaluation, dissemination, and use of information regarding the incident and the status of resources. The Planning Section is responsible for the entire Incident Action Planning process. This includes preparing and documenting incident priorities, establishing the operational period, and developing contingency, long-term, demobilization and other plans related to the incident, as needed.

D.   **Logistics:** ESF #5 may assign the Logistics Section Chief for managing the control and accountability for supplies and equipment, resource ordering; delivery of equipment, supplies, and services; resource tracking; facility location and operations; transportation coordination; and information technology systems services and other administrative services

E.   **Finance/Administration:** ESF #5 may assign the Finance and Administration Section Chief(s) for monitoring funding requirements and incident costs. The Finance/ Administration Section is responsible for employee services, including safety/security for personnel, facilities, and assets.

F.   **Actions**

   1.   **OEM activities:**

     When an event occurs or has the potential to occur, OEM activates the EOC and necessary ESFs. Actions include alert, notification and situation reporting.

   (a)   OEM will act as the ESF #5 Lead when receiving emergency notifications.

   (b)   ESF #5 maintains contact with the impacted jurisdiction(s) and reviews their capabilities and shortfalls as a means of determining initial response requirements.

   (c)   ESF #5 activates an EOC when necessary.

(d)   ESF #5 maintains constant communications with the impacted jurisdiction and may convene periodic conferences with all appropriate parties to coordinate the response.

(e)   ESF #5 provides Situation Reports and other information as required to the Commissioners and other agencies.

(f)   ESF #5 activates the required ESFs, issues initial activation mission assignments, and establishes reporting and communications protocols with the activated agencies.

(g)   ESF #5 helps develop the initial Incident Action Plan outlining operations priorities and coordinates the activities of the other ESFs to implement the plan.

(h)   ESF #5 helps develop the schedule for staffing and operating an EOC from activation to stand-down.

VI.   Incident Management Activities:

ESF #5 maintains situational awareness of the operation from initial notification until closeout. As the operation progresses through the pre-incident phase of the operation, through response and into recovery, ESF #5 continues to provide immediate, short-term and strategic planning guidance and direction to the ESFs activated for the operation and with those who are operating under agency statutory authorities.

Responsibilities:

Primary Agency: As the primary agency, Emergency Management:

1.   Activates and coordinates agencies and resources to respond to an Incident or any emergency situation in the county requiring state assistance.

2.   Provides staffing support for EOC when activated.

3.   Coordinates emergency planning activities including immediate, short-term and strategic planning.

4.   Information Processing - to collect and process information from local jurisdictions, ESFs, and other sources, process that information and disseminate it for use by response operations, and provide it as input for reports, briefings, displays, public information activities and plans and to maintain a permanent log of events.

5.   Displays pertinent information for use in an EOC by using available systems.

6. Ensures all information regarding actions taken, contacts made, etc. is recorded into a permanent event log.

7. Reports - to consolidate information into reports and other materials describing and documenting overall response activities and keeping local, state and federal officials informed of the situation.

8. Public Information - To assure that the public is given appropriate information to deal with the emergency.

Support Agencies

(1)   ESF #5 helps determine which support agencies will be activated and who will be appropriately tasked as Section Chiefs. All support agencies and ESFs receive direction and tasking through ESF #5.

(2)   Support agencies may provide personnel to work in the appropriate ESF of the EOC, as required. They also provide reports on agency response operations to the Planning Section, as requested.

(3)   When appropriate, each ESF agency may establish their own crisis management center type-entity in order to support their ESFs at the EOC.

(4)   During an emergency/disaster, activated ESFs are authorized to directly communicate and coordinate with their respective ESF counterparts at the local, state, and federal levels.

Appendixes:

1.   EOC Position Procedures/Checklists

2.   EOC Timeline

3.   Briefing Outline

4.   Situation Reports

5.   After Action Report

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Emergency Management
Emergency Support Function #5

EOC Position Procedures and Checklists - Appendix 1

Fremont County Emergency Operations Plan

I.   **Coordinating Officer/OEM Director**

       Responsibilities

      A.   Keep senior officials informed on all matters regarding the emergency incident and the status of resources.

      B.   Provide liaison duties to state and federal officials deploying to the incident area.

      C.   Acquire the necessary staff to run the ESFs for the incident. Note that only needed Functions and staff will be activated for a given incident.

      D.   Will open Primary EOC in Canon City at the EM office or request the Backup EOC at Garden Park or the Florence Police Department.

II.   **EOC Manager**

      Responsibilities

      A.   **All actions are in consultation with or with the authority of the EM Director.**

            1.   Determine the appropriate level of EOC staffing and monitor the effectiveness of the organization. Suggest and/or implement changes as necessary.

            2.   Assume overall management of the EOC and responsibility for the coordination of response efforts. Set priorities for response and ensure all actions are accomplished within the priorities established.

      B.   **Checklist**

            1.   **Activation**

                  (a)   Determine appropriate level of activation and staffing (EM and other agencies) needed based on situation information known, including need for a field liaison.

  (b) Mobilize necessary EM personnel and the EOC Team for initial activation of EOC and initiate call-up of Emergency Response Coordinators as needed.

  (c) Obtain briefing from whatever sources are available.

2. **Start-up Actions**

  (a) Assign a staff member to initiate EOC check-in procedures.

  (b) Provide an initial briefing to all staff at EOC.

  (c) Ensure the EOC is properly set up and ready for operations and that the necessary computers and audio/visual equipment are operational.

  (d) Ensure appropriate security is in place.

  (e) Ensure telephone, computer and/or radio communications are established with the emergency area.

  (f) Start and maintain an operational log.

  (g) Request additional personnel for EOC staffing, as necessary and assure staff has been activated for additional shifts

3. **Operational Duties**

  a) Monitor overall emergency situation; both the emergency and the EOC operation.

  (b) Ensure appropriate information is released to the public in a timely manner.

  (c) Hold action-planning meetings with key staff or activate the plans section and appoint a section chief.

  (d) Ensure all actions are tracked and completed.

  (e) Ensure all requests are tracked and completed.

4. **Deactivation**

  (a) Authorize deactivation (all or partial) as staff is no longer needed.

(b)   Ensure all logs and other paperwork are collected from staff departing EOC.

(c)   Conduct After Action Review and provide input to After Action Report.

(d)   Ensure that all items for improvement identified in the After-Action Report are completed.

III.   Public Information Officer

Responsibilities

A.   Serve as the dissemination point for all media releases regarding the actions in the emergency.

B.   Activate a Joint Information Center (JIC), if needed, to provide a central location for all PIOs to provide a cohesive public statement. Coordinate with the FCPIO-JIC Group and SCPIO Group.

C.   Provide emergency information about lifesaving procedures, health preservation instructions, emergency status or other information to the public/media.

D.   Coordinate all related information from other sources.

E.   Act as Lead for rumor control.

F.   **Checklist**

1.   **Start-up Actions**

(a)   Check in with EOC Manager for briefing and instructions.

(b)   Clarify any issues regarding authority and assignment.

(c)   Determine need for urgent public information.

(d)   Set up work area and request additional supplies and personnel, as needed.

(e)   Establish communication with PIOs on scene, and other locations to assure a coordinated release of information with the FCPIO-JIC Group.

(f)   Determine additional staffing requirements including those needed for additional shifts.

(g)   Start and maintain an operational log.

2.   **Operational Duties**

(a)   In consultation with EM director, determine from the information available what is proper for release to the public/media under initial conditions. Verify the accuracy of all releases.

(b)   Provide and obtain information to/from all activated ESFs.

(c)   Develop and announce a news briefing schedule. Arrange for preparation of briefing materials needed.

(d)   Maintain an up-to-date representation of the situation for presentation to the media.

(e)   Produce news releases and periodic press briefings and, if necessary, EAS broadcasts (in coordination with ESF #2).

(f)   Ensure a public/media inquiry (rumor control) function is available and for the necessary communications equipment and supplies.

(g)   Monitor media broadcasts.

(h)   Ensure file copies are maintained of all information released and provide copies to EM Director and EOC Manager.

(i)   Attend all EOC briefings and conduct briefings for Public Information staff.

3.   **Deactivation**

(a)   Deactivate the Public Information section (all or partial) and collect all logs, press releases, and other paperwork for inclusion in the permanent record of the event.

(b)   Attend and provide input to the After-Action Critique and After-Action Report.

(c)   Ensure that any action items from the After-Action Report are completed.

IV. Operations Section Chief

The Operations Section Chief will develop and manage the Operations Section to accomplish the incident objectives set by the EOC Manager. Regardless of the size of the incident, the Operations Section is the most challenging. It is based upon a functional approach. The Operations Section Chief can organize the section to meet the needs of supporting the local incident commander.

Except for ESF #7 and #15, organizationally, all other ESF agencies fall under the auspices of this section in some manner.

9. Responsibilities

A. Provide assistance to the EOC Manager as directed by operating computers, taking/making phone calls, tracking incidents; on logs and status boards, providing information to/from activated ESFs and maintaining communication with the affected area.

B. Collecting and processing information from the field and ensuring the proper flow of information.

C. **Checklist**

1. **Start-up Actions**

   (a) Report to EOC Manager for position assignment. Clarify any issues regarding your authority, assignment, and the assignments of others.

   (b) Obtain a briefing on the situation and prepare to brief additional EOC staff as they arrive.

   (c) Start and maintain an operational log.

   (d) Contact ESF representatives and others, as directed by EOC Manager, for response to EOC. Provide them with a basic overview of the situation to enable them to bring appropriate information.

2. **Operational Duties**

   All actions as assigned by EOC Manager.

   (a) Monitor and prioritize all information as it comes to the Operations Desk (either by e-mail, phone, radio, or

paper) and ensure EOC Manager and other EOC staff receive necessary information.

(b)   Enter information on all actions into the computer log and ensure that all representatives in the EOC do the same.

(c)   Act as point-of-contact for telephone calls from the field.

(d)   Respond to requests from other agencies and from the field.

(e)   Maintain a list of all personnel in the EOC and their working location/phone extension.

(f)   Ensure there is appropriate staff on-call for additional shifts.

3.   **Deactivation**

(a)   Release staff as EOC Manager directs.

(b)   Get a contact phone number from each person before they leave the EOC.

(c)   Collect all logs and paperwork for permanent record of event.

(d)   Archive all computerized data for use in permanent event record.

(e)   Attend and provide input to the After-Action Critique and After-Action Report.

(f)   Ensure any action items from the After-Action Report are completed.

V.   Planning Section Chief

The major activities of the Planning Section may include:

A.   Collecting, evaluating, and displaying incident intelligence and information

B.   Preparing and documenting Incident Action Plans/Incident Support Plans.

C.   Conduct operational briefings

D.   Conducting long-range and/or contingency planning.

E.   Developing plans for demobilization.

F.   Maintaining incident documentation.

VI.   Planning Section: Units

The Planning Section can be further staffed with four Units. In addition, Technical Specialists who provide special expertise useful in incident management and response may also be assigned to work in the Planning Section. Depending on the needs, Technical Specialists may also be assigned to other Sections in the organization.

A.   **Documentation Unit:** Provides duplication services, including the written Incident Action Plan. Maintains and archives all incident-related documentation (both on paper and on any electronic software program used within the EOC).

B.   **Situation Unit:** Collects and analyzes information on the current situation, prepares situation displays and situation summaries, and develops maps and projections.

C.   **Resources Unit:** Conducts all check-in activities and maintains the status of all incident resources. The Resources Unit plays a significant role in preparing the written Incident Action Plan.

D.   **Demobilization Unit:** Assists in ensuring resources are released from the incident in an orderly, safe, and cost-effective manner.

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VII. Logistics Section (see the Fremont County Resource Mobilization Plan for further information)

The EOC Manager will determine if there is a need for a Logistics Section at the EOC and designate an individual to fill the position of the Logistics Section Chief. If no Logistics Section is established, the EOC Manager will perform all logistical functions. The size of the incident, complexity of support needs, and the incident length will determine whether a separate Logistics Section is established. Additional staffing is the responsibility of the Logistics Section Chief.

A. **Logistics Section: Major Activities**

The Logistics Section is responsible for all of the services and support needs including:

1. Ordering, obtaining, maintaining, and accounting for essential personnel, equipment, and supplies.

2. Providing communication planning and resources.

3. Setting up food services.

4. Setting up and maintaining incident facilities.

5. Providing support transportation.

6. Providing medical services to EOC personnel.

VIII. Logistics Section: Branches and Units

A. The Logistics Section can be further staffed by two Branches and four Units.

B. Not all of the Units may be required; they will be established based on need. The titles of the Units are descriptive of their responsibilities.

C. The Logistics Service Branch can be staffed to include a:

1. **Communication Unit:** Prepares and implements the Incident Communication Plan (ICS-205), distributes and maintains communications equipment, supervises the Incident

Communications Center, and establishes adequate communications over the incident.

2. **Medical Unit:** Develops the Medical Plan (ICS-206), provides first aid and light medical treatment for personnel assigned to the incident, and prepares procedures for a major medical emergency.

3. **Food Unit:** Supplies the food and potable water for all EOC facilities and personnel and obtains the necessary equipment and supplies to operate food service facilities at Bases and Camps.

4. **Supply Unit:** Determines the type and number of supplies needed to support the incident. The Unit orders, receives, stores, and distributes supplies, and services nonexpendable equipment. All resource orders are placed through the Supply Unit. The Unit

   maintains inventory and accountability of supplies and equipment.

IX. Finance/Administration Section

A. The EOC Manager will determine if there is a need for a

   Finance/Administration Section at the incident and designate an individual to fill the position of the Finance/Administration Section Chief.

B. If no Finance/Administration Section is established, the EOC Manager will perform all finance functions.

X. Finance/Administration Section: Major Activities

The Finance/Administration Section is set up for any incident that requires incident specific financial management. The Finance/Administration Section is responsible for:

A. Contract negotiation and monitoring.

B. Timekeeping.

C. Cost analysis.

D.   Compensation for injury or damage to property.

XI.   Finance/Administration Section: Increasing Use

   A.   More and more, larger incidents are using a Finance/Administration
           Section to monitor costs. Smaller incidents may also require certain
           Finance/Administration support.

   B.   For example, the EOC Manager may establish one or more   Units
           of the Finance/Administration Section for such things as procuring
           special equipment, contracting with a vendor, or making cost estimates
           for alternative response strategies.

XII.   Finance/Administration Section: Units

   The Finance/Administration Section may staff four Units. Not all Units may be
   required; they will be established based on need.

   A.   **Procurement Unit:** Responsible for administering all financial matters
           pertaining to vendor contracts, leases, and fiscal agreements.

   B.   **Time Unit:** Responsible for incident personnel time recording.

   C.   **Cost Unit:** Collects all cost data, performs cost effectiveness analyses,
           provides cost estimates, and makes cost savings recommendations.

   D.   **Compensation/Claims Unit:** Responsible for the overall management
           and direction of all administrative matters pertaining to compensation for
           injury and claims related activities kept for the incident.

XIII.   Emergency Response Coordinators

   Agency Representatives

   NOTE: This procedure is generic to all outside agency representatives
   responding to an EOC activation. It is designed to be supplemented by additional
   checklists or procedures specific to the agency or ESF.

Responsibilities

A.   An agency representative (Emergency Response Coordinator) is the primary representative of their department (or other agency) and may be the Lead of an Emergency Function or a support agency.

B.   ERC's must be able to speak and expend funds for his/her agency within established limits and must be knowledgeable of the functions and capabilities of their agency as a whole.

Checklist

1.   **Start-up Actions**

   (a)   Check in with Resource Unit Leader, sign in, and determine the location of your assigned work area.

   (b)   Obtain current situation briefing from the person you are relieving and from the Operations Section Chief.

   (c)   Establish contact with your agency and, if necessary, clarify your decision-making authority

   (d)   Start and maintain an operational log.

2.   **Operational Duties**

   (a)   Accept mission assignments on behalf of your agency/department from the operations section chief.

   (b)   Complete mission assignments as agreed upon.

   (c)   Report mission assignment status during briefings and at critical intervals as dictated by the disaster.

   (d)   Facilitate and track requests for assistance or information and any actions taken by you or your agency.

   (e)   Keep up to date with the status of all resources and activity associated with your agency.

   (f)   Provide appropriate situation information to the EOC Manager through the Operations Officer by entering it into the operations log on the computer and during verbal EOC briefings.

(g)   Provide your agency with appropriate situation information on EOC priorities and actions.

(h)   Attend Action Planning Meetings if requested.

3.   **Deactivation**

(a)   Turn in all logs and other paperwork for inclusion in the permanent record.

(b)   Check out with the Operations officer and leave a contact phone number.

(c)   Attend and provide input to the After-Action Report.

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Emergency Management
Emergency Support Function #5

EOC Timeline - Appendix 2

Fremont County Emergency Operations Plan

Each incident evolves at its own pace, however, when the Emergency Operations Center is activated, a series of guidelines are needed because with this activation it is inherent that this is a long-term incident requiring support.

For planning purposes, the following tentative timelines are to be used:

A hour	Activation is initiated
A+2 hours	Full activation is achieved
A+2.5 hours	First operational briefing is conducted describing the incident, on-going activities at the incident and at the state level and possible federal level
A+3 hours	First EOC Incident Action Plan is completed, approved, and Distributed
+5 hours	Decision is made regarding need for second shift within the EOC, Identification of second operational period. Individuals are notified
A+6 hours	Operational briefing
Shift Change	Operational briefing

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Emergency Management
Emergency Support Function #5

Briefing Outline - Appendix 3

Fremont County Emergency Operations Plan

I.   PURPOSE

Within each incident it is critical that information ing with occurs. One method in which this can occur is during the operational briefings.

II.   OUTLINE

For the EOC operational briefings, the sequence will be:

A.   Review of mission, goals, and objectives

B.   Weather conditions, if necessary

C.   Operations section

D.   Each ESF section briefing

E.   Plans section

F.   Logistics section

G.   Admin / Finance section

H.   Conclusion

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Emergency Management
Emergency Support Function #5
Situation Reports - Appendix 4

Fremont County Emergency Operations Plan

I.   During an incident, information sharing is critical in an effort to establish a common operating picture. Historically, the first several hours of an incident are the most fluid when the "fog of war" is ever present. Information constantly changes as the situation develops. Situation Reports are commonly issued at periodic times to keep various

agencies and the public informed. It is also important to note who the target audience for these reports is. Typically, at the Incident Command Post a standard Incident Command System form is used. However, as information is elevated to non-response echelons, it needs to be simplified.

II.   Within the Division of Emergency Management, two types of Situation Reports exist:

   A. **Informal**. This is usually an e-mail or entry into WebEOC highlighting actions and results of a local incident that has garnered public attention but does not require any actions other that monitoring the situation. For example, a small grass fire that has burned a significant amount of acreage, a law enforcement activity that has closed a large area (thus potentially impacting the general public). The typical distribution of this e-mail is the Emergency Responders within each Department, the public information network, and the emergency managers neighboring the incident jurisdiction.

   B. **Formal**. These are issued when a major event has occurred which involves mobilization of state assets to support the local incident commander. Examples of this include large-scale fires (where a Type III Incident Management Team has been requested or deployed), potential incidents that may impact the population (i.e., landslides cutting off housing areas or affecting the drinking water systems).

These formal Situation Reports are sent to DHSEM staff to forward to Emergency Response Coordinators within each state department, all emergency managers across the state, the Governor's Office, and other individuals as deem appropriate. These Situation Reports will also be posted on the DHSEM webpage and WebEOC.

Because multiple incidents can/will occur throughout the year, the numbering system for these reports will be <calendar year of incident> -

<number in sequence> <letters will be used for subsequent reports of this particular incident> [example 2006-3b: the incident occurred in 2006, was the third major incident of the year, and the third such report (the first report will not have a letter and the second report will start with "a")].

C. The Situation Report will, at a minimum, include:

1. Initial Report Date/Time:

2. Incident Type:

3. Location:

4. Event Start Date/Time:

5. Agencies Involved/Resources Committed:

6. CDPS Units Involved:

7. Assistance Requested:

8. Deaths/Injuries:

9. Damage:

10.   Evacuation Status/#'s:

11.   Current Situation:

12.   Future Threats:

13.   Out of State event:

14.   Incident Command Jurisdiction/location:

15.   IC Name/ Contact #:

16.   EOC Name/Contact #:

17.   OEM POC/ Contact #:

18.   DFPC POC/Contact #:

Emergency Management
Emergency Support Function #5

Fremont County Emergency Operations Plan

An inherent outcome of every major incident is what went right and what went wrong. Both are critical for future operations. In order to document both areas, *an incident after action report shall be written.*

I.   First, if an incident occurs within a local jurisdiction and does not require any support from outside resources, an after-action report is not necessary, and it will be the option of that jurisdiction to write a report.

II.   Second, some incidents involve multiple local jurisdictions and limited state resources such as wildland fires, localized flooding, or landslides. In these cases, the EOC Manager will make the determination whether an after-action report is needed. The criteria will be the duration of the incident, whether an above normal number of resources (equipment and personnel) are deployed and if funds are committed from the State Disaster Fund.

III.   Third, if the Emergency Operations Center is activated, **a report will be written and finalized within 90 days**. This will involve the coordination and concurrence of a majority of the participants. If necessary, an executive summary will be written for public consumption.

IV.   Components of the after-action report will, at a minimum, include:

     A.   **Introduction**

     B.   **Overall synopsis of the incident**

     C.   **Duration of the incident**

     D.   **Chronology**

     E.   **Participating agencies**

        1. Local

        2. State

        3. Federal

4. Volunteer

5. Private Sector

6. Other

F.   **Specific Item**

G.   **Issue:** (A general category of this one issue)

H.   **Discussion:** (Detailed information. This may also involve specific tasks outlined in such documents as the NIOSH standards, NFPA regulations, Universal Task List, Target Capabilities List, etc.).

I.   **Recommendation:** (If any, specific corrective action is needed identify that action and who or what agency should be responsible for the correction.

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Mass Care, Housing, and Human Services
Emergency Support Function #6

Fremont County Emergency Operations Plan

LEAD AGENCY: Department of Human Services, American Red Cross

SUPPORTING AGENCIES: Office of Emergency Management (OEM), Education, Public Health, Public Safety, Southern Colorado Voluntary Organizations Active in Disaster (SOCOVOAD), Medical Reserve Corps, Private Sector.

I.   PURPOSE

Emergency Support Function (ESF) #6 – Mass Care, Housing, and Human Services supports local efforts to address the nonmedical mass care, housing, and human services needs of individuals and/or families impacted by emergency incidents. The purpose of this ESF is to provide the coordination of sheltering, feeding, bulk distribution of supplies, and emergency first aid following an emergency or disaster and to operate a Disaster Welfare Information (DWI) system to collect, receive, and report information about the status of victims and assist with family reunification within the affected area.

II.   SCOPE

ESF #6 promotes the delivery of services and the implementation of programs to assist individuals, households, and families impacted by potential or actual Incidents. The scope of this annex is to describe the overall operational and information activities of a response to an emergency or disaster situation. Coordination activities will take place through a cooperative effort between representatives of the Office of Emergency Management, Department of Human Services (DHS), and the American Red Cross (ARC), to support activities in the field. See the Fremont County Evacuation Plan for further information.

III.   SITUATION

A.   A disaster may result from natural or technological hazards, civil disturbance, or act of terrorism, and cause extensive damage and human suffering. Victims may be forced from their homes depending on such factors as time of occurrence, area demographics, building construction, and existing weather conditions. Family

members may be separated immediately following an emergency or disaster, such as children in school and parents at work. Transients, such as tourists, students, and the pre-disaster homeless, may be involved. Arrangements will be made for special populations such as the elderly and handicapped. The State, when notified of an emergency or disaster at the local level, will monitor the situation, do pre-planning and provide assistance, as necessary.

B. National Red Cross Headquarters must approve all American Red Cross assistance in civil disorders.

IV. CONCEPT OF OPERATIONS

General

A. Initial response activities will focus on meeting urgent needs of disaster victims on a mass care basis. In addition, initial recovery efforts, such as the customary ARC Emergency Assistance Program, may commence as response activities are taking place.

B. Other recovery assistance, such as temporary housing, and loans and grants for individuals under the traditional government assistance programs of the Federal Emergency Management Agency (FEMA) and other federal agencies, will be under the management of the State Coordinating Officer (SCO) subject to the general guidance of DOLA, DHSEM and the DHS. These activities may fall under OEM after the EOC has been deactivated.

C. Local government, supported by private relief agencies, provides initial response to mass care requirements of emergency/disaster victims and local government requests and facilitates the implementation of authorized outside government assistance (state and federal). State and federal agencies support the activities of local government in providing mass care, when requested and authorized.

D. The Pikes Peak Chapter of the American Red Cross (ARC) will initiate mass care as soon as possible after notification. These services will be coordinated with local government and other private and volunteer organizations in the affected area.

E. The ARC will provide a representative to the EOC, upon request, who will coordinate all requests. They will collect information for situation reports, briefings, staff meetings, etc. This information may include the following:

1. Statistical, narrative and graphical information

2. Major response actions taken

3.   Requests for state assistance by local jurisdiction(s), private and volunteer organizations

4.   Unmet needs and recommended actions

5.   Priority issues and requirements

F.   The ARC will notify SOCOVOAD and other agencies, as necessary.

G.   ESF #6 functions are divided into three main areas. The principal activities for each functional area are described in the following sections.

1.   **Mass Care**

The ESF #6 mass care function includes overall coordination, shelter, feeding, and other activities to support emergency needs of victims as described below:

a.   Shelter - the provision of emergency shelter for disaster victims, including the use of pre-identified shelter sites in existing structures; creation of temporary facilities such as tent cities; and use of similar facilities outside the disaster-affected area, should evacuation be necessary. Temporary housing programs may be made available.

b.   Feeding - the provision of feeding disaster victims and emergency workers through a combination of fixed sites, mobile feeding units, and bulk food distribution. Such operations will be based on sound nutritional standards and will include provisions for meeting requirements of disaster victims with special dietary needs. Emergency donated food will be made available.

c.   Emergency First Aid - providing first aid services to disaster victims and workers at mass care facilities and at designated sites within the disaster area. This emergency first aid service will be supplemental to the traditional emergency medical system (EMS) coordinated by ESF #8.

d.   ARC Disaster Welfare Information (DWI) provides a system to aid in the reunification of family members within the affected area who were separated at the time of the disaster.

e.   Bulk Distribution of Emergency Relief Items - distributing of emergency relief items at shelter sites or established sites within the affected area. The bulk distribution of relief items will be determined by the requirement to meet urgent needs of disaster victims for essential items.

f. Information Coordination - gathering of information from local jurisdictions, State agencies and volunteer and private organizations with regard to mass care efforts. Accurate and timely information will be disseminated through Situation Reports, briefings, public information, etc., in coordination with ESF #5, Emergency Management.

g. Mental Health- while mental health is a Division of the Department of Human Services (DHS), it will be covered under ESF #8, (Health, Medical and Mortuary). The ARC or DHS may provide immediate mental health workers to assist in shelters.

h. An American Red Cross approved shelter list is provided in a separate listing located after the Emergency Operations Plan.

2. **Housing**

The ESF #6 housing function (***This is usually not addressed at the EOC but through the activation of a Disaster Assistance Center***) addresses needs of victims in the affected areas, and is accomplished through the implementation of programs and services designed to:

a. Provide assistance for the short-term and long-term housing needs of victims.

b. Identify the various factors that could impact the incident related to housing needs and help develop a plan of action to provide housing assistance in the most effective, expedited, and efficient manner available at the time.

c. Identify solutions for short-term and long-term housing for victims, as appropriate. Housing assistance provided to victims may include rental assistance, temporary housing, loans for the repair and/or replacement of primary residences, etc.

d. The DHS will coordinate housing assistance with the DOLA, who is responsible for administering and dispersing state and federal housing funds.

3. Human Services

The ESF #6 human services component implements programs and provides services to assist victims. This includes:

a. Coordinating and assessing the situation and implementing an appropriate plan based on the resources available to assist all victims.

b. Supporting various services impacting individuals and households, including a coordinated system to address victims' incident related recovery efforts through crisis counseling and other supportive services.

c. Coordinating and identifying individuals within the AFN community within the impacted area.

AFN refers to individuals who are or have:

• Physical, sensory, developmental, or intellectual disabilities

• Chronic conditions or injuries

• Limited English proficiency

• Culturally Diverse

• Older adults

• Children

• Pregnant Women

• College Students

• Latchkey Kids

• Low income

• Homeless

• Transportation disadvantaged

• Incarcerated

. Supporting immediate, short-term assistance for individuals, households, and groups dealing with the anxieties, stress, and trauma associated with a disaster, act of terrorism, and/or incident of mass criminal violence.

V. ASSUMPTIONS

A. Private and volunteer organizations, i.e., DHS, ARC, Salvation Army, SOCOVOAD, etc., will provide immediate shelter, feeding, and emergency first

aid relief to individuals and families not normally available from government resources. These local organizations will work in cooperation with the local government within their jurisdiction in preparing for, responding to, and recovering from the effects of an emergency or disaster event.

B.   Each level of government, private and volunteer organizations will respond to an incident within the limits of its available resources, including pre-arranged mutual aid, and subsequently may request assistance from its next highest level of support if required, e.g., municipality to county to state to federal government; also, ARC chapter to Service Area to ARC National Headquarters.

C.   Not all disaster victims will require mass care services. Some will find shelter with friends and relatives; many victims will remain with or near their damaged homes.

D.   Mass care shelter facilities will receive priority consideration for structural inspections to ensure safety of occupants, and for restoration of utilities or support by temporary means, i.e., portable generators, portable toilets and potable water.

VI.   ORGANIZATION and RESPONSIBILITIES

Responsibilities

A.   **Department of Human Services and American Red Cross**

   1.   Assess the impact of potential or actual disasters on social systems in general with particular attention to the elderly and handicapped.

   2.   Initiate mass care services within the affected area within two hours of notification of an emergency or disaster.

   3.   Coordinate emergency and recovery services (federal, state, county, local, private and volunteer social service organizations), including:

      a.   Feeding

      b.   Shelter

      c.   Clothing

      d.   Registration and inquiry

e.   Human Services Programs

4.   Provide representation at disaster assistance centers.

5.   Be prepared to assist disaster response operations by providing trained service personnel for such activities as food distribution, emergency housing, and coordination with volunteer agencies, outreach procedures to determine unmet needs, development of capabilities of volunteer individual and agencies that can respond to unmet needs.

6.   Ensure primary and support agencies are informed and involved in all meetings related to ESF #6 activities.

7.   Assist in the management and coordination of sheltering, feeding, emergency first aid services, bulk distribution and DWI services to the affected population.

8.   Notify SOCOVOAD as necessary, and coordinate mass care and other relief efforts with SOCOVOAD.

9.   Identify a Liaison to staff or support the EOC upon request. Provide names and contact information to OEM.

10.   Support mass care services with available facilities, vehicles, supplies, personnel and other provisions as requested.

VII.   APPENDICES

See Appendix A - ARC Approved Shelter List.

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Appendix A

Red Cross Approved Shelters

I. **Shelters**

    A. Approved American Red Cross Shelters are listed starting on page 90.

    B. Shelters are handicapped accessible, and personnel can be made available through OEM to provide assistance with persons with functional or language needs.

II. **Shelter Opening Procedures**

    A. Contact the Pikes Peak Chapter of the American Red Cross at 719 632-3632 any time.

    B. Shelters can be opened by Incident Command, the Emergency Operations Center or the Office of Emergency Management.

    C. Once the Red Cross receive a call, they will contact the facility that we wish to open from our list, or they will choose if not directed and then they will contact the local ARC team to staff the shelter.

    D. At this time all shelters are listed as class 1, except Howard, to be staffed and run by the ARC. Howard Fire will be supported by Red Cross but not managed.

    E. Data sheets are available for shelters at OEM.

    F. The local ARC representative can be contacted through the American Red Cross at 1-800-417-0495.

    G. The local Medical Reserve Corps will be available in most cases to help with sheltering needs. Contact Fremont County Public Health at 276-7450 during work hours and through Frecom Dispatch or OEM after hours.

    H. Fremont County Public Health is available to support medical needs during shelter activations.

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Resource Support
Emergency Support Function #7

Fremont County Emergency Operations Plan

LEAD AGENCY: Emergency Management or Designee/Logistics, Incident Management Team, EOC Team

SUPPORT AGENCIES: County Agencies; Red Cross; Salvation Army; COVOAD; Private Sector, DOC, Fremont County Regional GIS Authority.

I. **PURPOSE**: (See the Fremont County Resource Mobilization Plan for latest information).

The purpose of this Emergency Support Function is to provide logistical and resource support to local entities involved in emergency response and recovery efforts for an emergency or disaster that impacts Fremont County. This ESF is a *basic* concept of operations and falls under the Fremont County Resource Mobilization Plan which is the definitive ESF 7.

II. **SCOPE**:

ESF #7 is responsible for providing direct and active support to emergency response and recovery efforts during the initial response phase following a disaster. This support includes locating, procuring, and issuing resources, such as supplies, office space, office equipment, fuel, contracting services, personnel, heavy equipment, generators and transportation of such in coordination with the Logistics and Finance Section. It also provides logistical support for requirements not specifically identified in the other emergency support functions and may be resources unique to the emergency itself. Resource support also involves the effort and activity necessary to evaluate, locate, procure, and provide essential material resources throughout the event. Resource support activities must be ongoing and coordinated in both the Emergency Operations Center (EOC) and in field incident command posts.

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III. SITUATION:

During emergency and disaster conditions, communities and possibly the entire county could be isolated due to problems with the transportation and communications infrastructure. Dispatch and Communications Centers may be inundated with emergency telephone calls and resource capabilities overwhelmed. However, there may be shortages of a wide variety of supplies, personnel and resources to support local government and to provide basic human needs for emergency population survival.

Fire response resources may often be ordered through the federal ROSS system or a state or federal Incident Management Team (IMT) and may bypass the EOC. They will assume the duties of ESF 7 for that incident as defined under a delegation of authority from county officials.

IV. PLANNING ASSUMPTIONS:

All ESF #7 support agencies will be notified and tasked to provide 24-hour representation as necessary. Successful sustained emergency and disaster operations are contingent upon an efficient and effective resource support function. Each support agency is responsible for ensuring sufficient program staff are available to report to and support the EOC and to carry out the activities tasked to their organization on a continuous basis. Individuals representing agencies supporting the staffing of the ESF #7 will have extensive knowledge regarding resources and capabilities of their respective agencies and have access to the appropriate authority for committing such resources during activation.

Note: Transport of resources may require staging areas and support from ESF #1 (Transportation).

FRECOM will normally be the default ordering entity until a logistics section at the ICP or EOC is activated. A resource ordering form has been provided to FRECOM for use during this ordering period.

V. CONCEPT OF OPERATIONS:

The Office of Emergency Management or designee is responsible for planning, coordinating, and managing the resource support needed in ESF #7. Capabilities and resources committed to ESF #7 will be allocated and coordinated by the OEM. The primary source of equipment, supplies, and personnel shall be made from existing support agencies' resources and local sources outside the impacted area. Support which cannot be provided from these sources will be obtained through commercial sources. Resources outside disaster areas will be directed to fulfill unmet needs of local governments. Logistical support necessary to save lives will receive first priority.

VI. ORGANIZATION AND RESPONSIBILITIES:

During an emergency or disaster, the primary and support agencies of ESF #7 will assign personnel to the EOC, if activated. In addition, ESF #7 will:

A. **Organization**

   1. Operate under the direction of the Office of Emergency Management or designee.

   2. Operate during the emergency, either in the EOC, or at a location designated by the Logistics Section in coordination with the Incident Commander (IC) with constant communications between the ICP and EOC.

   3. Maintain liaison with other ESFs and appropriate parties. This will be accomplished through the coordination of the IC and Logistics Section.

   4. Take action if another ESF requires assistance in obtaining needed items. ESF #7 finds a source for needed items and provides to the requesting ESF the name of the contact person, the price, and schedule for when the material can be made available at the established location.

   5. When needed, for example: long activation periods or intense activation over a short time frame, purchasing professionals from other support agencies may be called in to the EOC to participate in ESF #7. Support agency purchasing professionals may be asked to help locate sources of needed items while posted at their own agencies.

B. **Notification**

   1. At the direction of the IC or Logistics Section, the ESF Lead may be notified to report to the designated area or standby.

   2. All support agencies contact persons for ESF #7 will be instructed to alert their contacts as necessary to ensure all available resources are on standby.

   3. Response-specific inventories of resources, including but not limited to pre-arranged staging areas, government buildings, public facilities and agency contacts will be reviewed.

C. **Actions**

   1. **Preparedness**

a. Place necessary personnel on standby or direct to staging areas as needed.

b. Pre-Stage resources near the expected impact/emergency areas when possible.

c. Identify available resources and facilities that may be necessary to respond to an emergency.

2. **Response**

a. Some support agencies may be directed to deploy personnel and other resources upon request.

b. Assess initial reports from impacted area to identify potential resource support needs.

c. Establish a resource support tracking and accounting system.

d. Buildings may be leased for staging area warehouses or to replace damaged or destroyed facilities.

e. When possible, acquire technical advisors in the areas of procurement, storage, and transportation.

g. Communication resources will be provided in coordination with ESF #2.

h. Transportation needs may be supported in coordination with ESF #1.

i. Food and fuel will be provided with the cooperation of ESF #1.

j. Security for staging areas and facilities will be provided by ESF #13.

k. ESF #7 will maintain a report listing all equipment and supplies ordered and in-route to staging area or direct to scene.

l. The ESF Lead will maintain records for all properties supporting the incident.

3. **Recovery**

a. ESF #7 will support OEM and oversee the Logistic Section.

b. Procure equipment for recovery purposes.

c. Deploy staff as necessary.

4. **Mitigation**

    a.   Work with other agencies and other purchasing agents.

    b.   Establish resource and vendor lists in advance and update as needed.

    c.   Encourage personnel to build databases for acquisition of goods and services that may be needed for preparedness, response, and recovery operations.

D.   **DIRECTION AND CONTROL**

1.   The ESF Lead is responsible for coordinating with the IC and/or EOC during normal operations and emergencies.

2.   The ESF Lead is authorized to make decisions and manage, control, and coordinate resources within the framework of the County Procurement Policy and the Resource Mobilization Plan.

3.   ESF #7 manages the Logistics Section.

4.   ESF #7 responds from the EOC once established.

E.   **RESPONSIBILITES:**

ESF Lead.

1.   Responsible for allocating and coordinating resources and support activities. Designated support agencies will furnish resources as required.

2.   Such support will be terminated at the earliest practical time.

3.   Provide support staff for the procurement of commodities and services, the leasing of buildings, and other facilities and facilities management.

4.   Coordinate and allocate food, equipment, and supplies made available, if necessary, from commercial sources.

VII.   FINANCE MANAGEMENT:

Expenditures for cost tracking and recovery are documented during the incident and after the incident period. Each support agency is responsible for tracking its own costs associated with ESF #7 operations using the standard procedures established by the support agency's standard accounting and tracking procedures. In concurrence with the EOC, or IC, each support agency will file for reimbursement of costs it incurs through its own agency's accounting and reimbursement filing system.

Each support agency is responsible for monitoring staff hours using its own tracking system and requesting financial reimbursement for staff hours incurred in association with ESF #7 operations. The EOC, or IC, will provide appropriate forms and provide guidance to complete forms for efficient tracking and reimbursement.

Procurement will be made in accordance with current State and Federal laws and regulations that include emergency procedures under County policy and Colorado Statutes.

All agencies are responsible for any costs associated with resource orders placed. Agencies not following the ordering or procurement policies as shown in the Resource Mobilization Plan (RMP) or ordered through Interagency Resource Ordering Capability (IROC) may not be eligible for reimbursement.

FINANCE DEPARTMENT

1. The Budget & Finance Department's function is to provide support to all departments on individual departmental budgets and ensure accounts payable are processed timely, accurately and within the established departmental budgets.

2. The department is committed to providing quality customer service while overseeing budget & finance functions for the County.

3. Budget & Finance employees are responsible for coordinating, developing and producing the annual budget, conducting financial analysis, ensuring budget control, cash receipts, revenue imports and reconciliation, maintaining general ledger accounting records and systems, maintaining fixed asset records and systems, developing internal accounting controls and compliance, preparing financial reports, making payments to vendors, preparing the Mill Levy Certification Report and assisting with the annual financial audit.

COUNTY ADMINISTRATOR and OFFICE ADMINISTRATIOR

1. The County Administrator ensures the administration and coordination of all aspects of county administration and activities in an effective and efficient manner and in accordance with policies, procedures, goals and objectives as established by the Board of County Commissioners for the benefit of employees and the general public.

2. The Office Administrator provides exceptional customer service to the Board of County Commissioners while assisting with the daily calendar, correspondence, and Board meetings. The Office Administrator also serves as the County Payroll Coordinator.

HUMAN RESOURCES

The Human Resource Departments function is to provide oversight of personnel functions for the County.

1. The primary objective is to serve Fremont County employees, or applicants, through establishment of an environment with a committed and motivated work force by encouraging equal opportunity to all employees while maintaining compliance with Federal and state employment laws, as well as compliance with County policy and procedures.

2. Prepare medical care and compensation information for injured County employees through Worker's Compensation Plans

3. Assist the County in returning to its normal state, while also ensuring that the reputation of the County is held to its normal high standards.

4. Will report to the EOC if requested.

5. Assist in developing, maintaining, updating, and implementing the Continuity of Operations Plan (COOP).

GIS - FREMONT COUNTY REGIONAL GIS AUTHORITY

1. Provide situational and incident maps to IC, Emergency Management, or response agencies and workers as needed.

2. These maps might include, but are not limited to, available data showing the approximate property boundaries, approximate structure locations, property ownership, other pertinent property data that is maintained by Fremont County Regional GIS Authority and the Fremont County Assessor's Office, geographic features, USGS topography, or other data that is collected and disseminated by GIS Authority personnel.

3. Assist with emergency operations as needed. Also, update and deliver GIS databases to emergency personnel as needed.

4. Develop and maintain standard operating procedures during normal daily activities and emergency events.

5. Maintain the ability to manage response and recovery support operations using the National Incident Management System.

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Public Health and Medical Services
Emergency Support Function #8

Fremont County Emergency Operations Plan

LEAD AGENCY: Fremont County Department of Public Health and Environment

SUPPORT AGENCIES: St. Thomas More Hospital**,** CDPHE, County Coroner, Law Enforcement, EMS, St. Thomas More Hospital, Environmental Health, Red Cross, Salvation Army, professional associations, MRC and the private sector.

I.   PURPOSE

Emergency Support Function #8 – Fremont County Public Health is responsible for supporting the public health and medical needs of local government for victims of an incident, whether natural or man-made, including response to an emergency epidemic.

A Pandemic Plan is currently overseen by Public Health and is available as a separate plan.

A Mass Casualty Plan and a Mass Fatality Plan are currently available from the Fremont County Coroner, Public Health and OEM respectively. St Thomas More Hospital has a separate EOP for internal use.

II.   SCOPE

The scope of ESF #8 identifies and outlines the areas of support to local public health and healthcare facilities providing care to victims of an incident. This will encompass human health surveillance, intervention and control; environmental health assessment and technical support; and, medical care resource evaluation of hospital beds, EMS transport and pharmaceuticals. Supplemental assistance occurs for:

A.   Emergency epidemics or the threat of an emergency epidemic

B.   Disease surveillance, intervention or control

C.   Chemical, biological and radiological analysis with technical support for the control of exposure to hazardous materials related to water quality, air pollution or food

D.   Medical care surge support for personnel, medical equipment and supplies and mass casualty response planning

III.   POLICIES

A.   Fremont County Public Health is the Lead Department for coordinating ESF #8 preparedness, response, recovery and mitigation activities. This department is committed to protecting and preserving the health and environment of the people of Fremont County.

B.   The Director of the Department, or their designee, has the responsibility of activating this department to coordinate all ESF #8 response actions consistent with the internal policies and procedures.

IV.   PLANNING ASSUMPTIONS

Actions carried out by ESF #8 are grouped into the four phases of emergency management: preparedness, prevention, response, and recovery. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. This Emergency Support Function encompasses a full range of activities from education to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control or provided services. The following services provide the framework upon which actions will occur:

A.   Human Health

      1.   Biological Agent and Laboratory Diagnostics

      2.   Disease Surveillance and Outbreak Management

      3.   Disease Prevention and Mass Prophylaxis

      4.   Emergency Medical Services and Medical Transport

      5.   Healthcare Facilities and Alternative (Surge) Care Sites

      6.   Mass Fatality and Death Certificates (Coroner)

      7.   Pharmaceuticals and Strategic National Stockpile Reception

B.   Environment

1. Air Quality Analysis and Reporting

2. Chemical Hazard Spills and Response

3. Environmental Assessment and Laboratory Diagnostics

4. Food and Drug Quality and Protection

5. Hazardous and Solid Waste Identification and Disposal

6. Radiological Hazards – Stationary and Mobile sources

7. Vector and Vector borne Disease Control

8. Water Supplies and Treatment Facilities and Waterways

C.   Preparedness Actions

1. Actions and activities that develop health and medical response capabilities may include planning, training, orientation sessions, and exercises for ESF #8. Such activities will include:

    a. Updating public information guides for public health hazards before, during and after emergencies.

    b. Guiding local planning for pandemic response mass prophylaxis clinics.

    c. Developing and implementing mass casualty planning and response exercises with local partners.

    d. Providing guidelines for mass fatality incidents along with the Coroner's Office.

    e. Tracking and training medical and public health volunteers.

    f. Training of dispatch and hospital emergency departments on communication tools for emergency department capabilities for emergency response and inpatient bed tracking.

2. Actions and activities that develop environmental health response capabilities may include planning, training, and orientation for ESF #8. Such activities include:

    a. Training on the reporting procedures for local responders of hazardous materials incidents, particularly when domestic food supplies are involved.

b. Interacting with local response training or events involving laboratory diagnostic support of environmental sampling, particularly related to terrorism threats involving biological agents.

D. Prevention Actions

1. Identify Alternate Care Facilities, assisted living facilities, food processing plants, water supply facilities

2. Databases of regulated facilities, including hospitals, food warehouses, water treatment facilities.

3. Communication system with hospitals and local public health agencies for health alerts and information exchange during events

E. Response Actions

Coordinate operations of the ESF #8. Public Health will consult with the appropriate organizations to determine the need for support in the following areas:

1. Assessment of public health and medical needs associated with disease outbreaks, environmental contaminants and healthcare system infrastructure.

2. Health surveillance of exposures, disease cases or injuries.

4. Medical care personnel capacity and capabilities.

5. Health/Medical equipment and supplies requests, and reception and distribution of the Strategic National Stockpile (SNS).

6. Technical assistance patient evacuation coordination planning.

7. Integrate with the Hospital for mass casualty patient Care needs and capabilities (see St. Thomas More Emergency Operations Plan).

8. Patient care support planning for inpatient hospital care and outpatient services to victims who are seriously ill or injured.

9. Safety and security of human drugs, biologics, medical devices and veterinary drugs, etc. that are regulated by CDPHE.

9. Blood and blood products availability monitoring.

10. Safety and security of food products intended for human consumption, including integrity of packaging and temperature after an emergency.

11. Guidance to responder safety related to exposures to infectious diseases, chemical or radiological agents.

12. Assess exposures of the general population and high-risk populations.

13. Coordinate with the Department of Human Services, Mental Health Services as the Lead agency for behavioral health care during emergency events.

14. Provide public health, disease, and injury prevention information for the general public who are located in or near areas affected.

15. Assist in the assessment of the threat for vector-borne diseases.

16. Coordinate with ESF #3 – Public Works, and ESF #10 –Hazardous Materials Response, in assessing potable water, wastewater, solid waste disposal and other environmental health situations.

17. Provide technical support for mass fatality and the death certificate process along with the Coroner's Office.

F. Recovery Actions

Maintain Support during recovery for the following:

1. Disease Surveillance – Monitor for vector borne and zoonotic diseases, water borne, airborne and human-to-human disease transmission; provide technical support for intervention and control measures (which may include public information).

2. Food Safety – Technical support and regulatory monitoring of food intended for human consumption. This includes food preparation facilities, food storage and warehousing facilities and dairy farms.

3. Health Facility and EMS Care – Monitoring the status of bed capacity, facility capabilities and supplies; provide support for re-establishing standard operations.

4. Water Quality - Technical support and laboratory diagnostics for re-establishing safe drinking water and proper wastewater disposal.

5. Waste Disposal – Technical support and regulatory monitoring for the assessment and proper disposal of solid and hazardous waste.

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V.   CONCEPT OF OPERATIONS

ORGANIZATION

General

Fremont County Public Health will coordinate ESF #8, when activated. ESF #8 will be located at the EOC, when activated, or at their main office and activities will be coordinated through that department before, during and after an emergency.

During activation, Public Health will convene communication with local governments and may request state support to discuss the situation and determine the appropriate response actions. Public Health may request activation of the EOC upon perceived need.

A.   **Local**

      1.   ESF #8 is organized in the Incident Command System format in order to assure a timely and appropriate response to an emergency/disaster situation for public health and medical assessments, planning, and support operations to the EOC and local management of the event.

      2.   Procedural protocols and manuals governing staff operations are in place to enhance effectiveness. Public health and medical subject matter experts are consulted as needed; this includes the Colorado Department of Public Health and Environment (CDPHE) for major health threats constituting a potential or actual emergency epidemic.

      3.   In a large event requiring regional, federal or state aid assistance, ESF #8 will work with counterparts from such entities to seek, plan, and direct use of those assets.

      4.   Throughout the response and recovery periods, ESF #8 will evaluate and analyze information related to: medical, health, and public health assistance requests; develop and update assessments of medical and public health status in the impact area; and perform contingency planning to meet anticipated demands.

Organizational Responsibilities

A.   **Fremont County Department of Public Health and Environment**

      1.   Public Health will alert staff immediately upon notification of activation for the potential or actual public health or medical emergency. The staff will support both the activities of the emergency operations center and the request for support. Public Health will consult with the appropriate organizations to determine the need for support according to the functional areas listed below:

a. **Health Surveillance:** Public Health, in coordination with other state and local agencies, will enhance existing surveillance systems to monitor the health of the general population and special high-risk populations, carry out field studies and investigations, monitor injury and disease patterns and potential disease outbreaks, and provide technical assistance and consultations on disease and injury prevention and precaution.

b. **Medical Personnel:** Public Health initiates the pre-registration and confirmation of medical volunteers' credentials to support public health and medical activities at the local level. Coordination occurs with the local and regional public health and medical volunteer systems.

c. **Medical Equipment and Supplies:** Public Health requests, receives and distributes the Strategic National Stockpile (SNS) for the state to provide medical equipment and supplies, including pharmaceutical and diagnostic materials, to jurisdictions in need. A Medical Surge Trailer, a Mass Care support trailer, and a Decontamination Trailer is available at the Fremont County OEM office. St. Thomas More Hospital also stores additional equipment on its premises.

d. **Patient Evacuation:** Public Health may assist in coordinating the evacuation of patients to locations where hospital care is available. This may include coordinating the transfer of patients to the National Disaster Medical System.

e **Safety and Security of Human Drugs, Biologics, and Medical Devices:** Public Health may review and respond to the concerns for the safety and security of human drugs, biologics, medical devices, and other products regulated by CDPHE.

f. **Food Safety and Security:** Public Health may assess the safety and security of food products intended for human consumption, including integrity of packaging and temperature.

g. **Public Health Technical Assistance and Support:**

Public Health will assist in the assessment of public health effects resulting from chemical, biological or radioactive agents. Such tasks may include assessing exposures of the general population and high-risk populations; conducting field investigations, including collecting and analyzing relevant samples; and providing advice on protective actions related to direct and indirect exposures.

h. **Potable Water, Wastewater and Solid Waste Disposal:** Public Health, in coordination with ESF #3 – Public Works, and ESF #10 –Hazardous Materials Response, as appropriate, may assist

in assessing potable water, wastewater, solid waste disposal and other environmental health situations.

    i.   **Mass Fatality and Mortuary Services:** The Fremont County Coroner's Office will coordinate technical support for mass fatality and the death certificate process during mass fatality events. This may include processing, preparation and disposition of remains and the timely issuance of death certificates for mass fatality events.

B.   **Law Enforcement**

    1.   Provide general security for:

        a.   Patient staging or evacuation points.

        b.   Mass prophylaxis site control.

        c.   Strategic National Stockpile reception and distribution.

    2.   Provide assistance in the rapid transportation of samples for analysis.

C.   **County Coroner**

    1.   Implement mass fatality procedures upon need: See the Mass Fatality Plan.

        a.   Body recovery.

        b.   Proper handling of potentially contaminated bodies.

        c.   Proper burial procedures for conditions.

    2.   Assist with timely death certificate issuance.

D.   **Solvista Health**

    1.   Act as the lead agency for mental health support to victims and first responders.

    2.   Oversee mental health response teams.

    3.   Implement procedures to support mental health care particularly:

        a.   Medication for the treatment of existing or new conditions of victims.

b.   Crisis counseling for victims and responders.

IV.   FINANCIAL MANAGEMENT

ESF #8 will work with the Logistics Section for the procurement of resources that it does not have, who will report such finances directly to the Finance Section of the EOC. During a response, Public Health will record and track its own expenditures and seek reimbursement from the appropriate resource after the event. All requests for resources given, ESF #8 will be processed in accordance with Public Health and Fremont County policy and protocols.

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Search and Rescue
Emergency Support Function #9

Fremont County Emergency Operations Plan

LEAD AGENCY: Fremont County Search & Rescue, Civil Air Patrol

SUPPORTING AGENCIES: Law Enforcement, Fire Departments

A.   PURPOSE

This annex defines procedures for the employment, coordination and utilization of available resources and personnel in locating and rescuing lost and/or injured persons. This annex does not include urban search-and-rescue (USAR/US&R) as defined in ESF 4. US&R (USAR) involves the location, rescue (extrication), and initial medical stabilization of victims trapped in confined spaces. Structural collapse is most often the cause of victims being trapped, but victims may also be trapped in transportation accidents, mines, and collapsed trenches. For this function see ESF #4.

ESF #9 will not normally need additional support from the EOC which will only activate under request from the Sheriff's Office.

SCOPE

Search and rescue responsibility is granted by statute to the Sheriff of each county in Colorado. The State can assist the Sheriff with the use of State resources or by coordination, through the Colorado Search and Rescue Board (CSRB), of other local resources. SAR activities may include:

A.   Searches and rescues in the mountains or plains for lost, missing or endangered persons.

B.   Underwater searches in Fremont's bodies of water i.e., reservoirs, ponds, or rivers.

C.   Searching for downed or missing aircraft.

III. SITUATION

A. People may become lost, trapped or otherwise isolated; government must be prepared to seek out, locate, and rescue such persons.

B. Missing persons may be injured or deceased. Search and rescue activities must be prepared to provide aid to injured persons. The Colorado Search and Rescue Fund can provide reimbursements to Fremont County for some expenses incurred on some missions.

C. A dive team from Pueblo County Emergency Services is available for underwater searches.

IV. ASSUMPTIONS

A. A missing or lost person is always considered to be alive and in need of rescue until such time that a person of authority (such as the Sheriff) concludes that there is no chance of survival or support, including rescue or recovery, and SAR is no longer required.

B. Fremont SAR may need assistance to handle some situations. Some local fire departments have qualified swift water and high and low angle technicians who may take the lead in certain situations.

C. The safety of the rescue personnel is foremost in any operation.

D. Inclement weather may be a factor in any search and rescue activity - restricting the types of resources to be used, the length of time they can be used and even the locations to be searched.

E. Under some circumstances, the incident scene is also a crime scene and care must be taken to protect evidence.

V. CONCEPT OF OPERATIONS

A. Fremont SAR, under authority from the Fremont County Sheriff's Office, will coordinate search and rescue efforts under the command of the Sheriff's Incident Management Team (IMT).

B. All state assistance will be coordinated through the Sheriff or CSRB and will operate under the Sheriff's Office Incident Management Team.

C. CSRB may coordinate additional resources if requested by the County Sheriff or his designee.

D. All resource requests will be directed through the IMT. For SAR missions no separate logistics section will be activated unless the IC authorizes it.

VI. ORGANIZATION AND RESPONSIBILITIES

A. The County Sheriff is responsible for coordination of search and rescue missions within the county. All SAR operations will be managed under the Incident Command System.

B. SAR will provide the necessary resources to complete SAR missions directed by the Sheriff's Office or will advise the IMT so that required resources can be ordered.

C. The Civil Air Patrol is normally responsible for conducting and coordinating all lost, missing and overdue aircraft searches in cooperation with the County Sheriff in whose jurisdictions such searches may take place. The Civil Air Patrol is responsible for Emergency Locator Transmitter (ELT) searches. Since the non-distress (false alarm) rate of ELTs is nearly 99%, the Civil Air Patrol will coordinate with the County Sheriff on searches that may be a distress situation. Fremont SAR may assume those duties at the instruction of the Sheriff's Office.

D. The CSRB is responsible for maintaining contact lists for SAR organizations throughout the State.

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Oil and Hazardous Materials Response
Emergency Support Function #10

Fremont County Emergency Operations Plan

Lead Agency: Colorado State Patrol (CSP), Fremont County Sheriff's Office and Canon City Fire Department.

Supporting Agencies: Office of Emergency Management (OEM), Fremont County Department of Public Health and Environment.

I. **PURPOSE**

The purpose of this Emergency Support Function (ESF #10) is to provide support of local governments in dealing with a major emergency or disaster involving an actual or potential release of hazardous materials, chemical, biological materials, including radioactive materials in an all-hazards approach.

II. **SCOPE**

This ESF is intended to provide a coordinated response to an actual or potential release of hazardous materials, resulting from a:

A. Transportation incident

B. Fixed facility incident

C. Natural disasters (i.e., earthquake, tornado, flood, etc.)

D. Terrorist attack

III **POLICIES**

A. For the purposes of this ESF, the term hazardous material is synonymous with hazardous substance. As such, hazardous materials are those materials, wastes, substances, and mixtures, that are inclusive within the definition of a "*Hazardous Substance*" as provided under *§29-22-101 (1), Colorado Revised Statutes (CRS).*

B. *The Colorado State Patrol (CSP)*, as a **Designated Emergency Response Authority (DERA)** is the primary response authority for incidents on Federal and State Highways. The *Fremont County Sheriff's Office is the DERA for the County*. As a DERA, the CSP is authorized by statute to provide support to local government at the request of another DERA, or under established mutual aid.

C. All participating agencies/departments will operate under the principles and structures of the National Incident Management System (NIMS).

IV   SITUATION AND ASSUMPTIONS

A.   Situations

1. Large quantities of hazardous materials are transported via highways, airfreight, and pipeline within and through the County daily. Therefore, there is a reasonable probability of an actual or potential release occurring on any given day because of a transportation accident and/or incident.

2. Hazardous materials are manufactured, stored, distributed, utilized, and disposed of at numerous fixed facilities located throughout the County. Therefore, there is the potential of a release occurring on any given day.

3. Hazardous, chemical, or biologic agents may be used either as causative agent or a byproduct (debris and human remains/biohazard) at any large-scale suspected or actual terrorist event.

B.   Planning Assumptions

1. Actual or potential releases of hazardous materials may occur daily, either by accident or as the result of an intentional / terrorist act.

2. A hazardous materials incident may progress to a point where it becomes a serious threat to the public's health and safety and to the environment.

3. Multiple hazardous materials incidents may occur simultaneously following a major disaster such as a flood or terrorist attack.

4. Exceptions to current disposal practices may be necessary during major disasters.

5. CDPHE may report hazardous materials to Public Health or Emergency Management who will pass on this information to Canon Fire or CSP as appropriate.

V CONCEPT OF OPERATIONS

A. General

1. In the event of an actual or potential release of hazardous materials within the County which presents a threat to public, health and safety, and the environment, this ESF or portions of it may be implemented.

2. In the event of a terrorist event, the FBI will be the Lead agency with State and County agencies providing support and resources to assist.

3. When required, the Colorado Department of Public Health and Environment (CDPHE) can provide environmental response resources to assist local jurisdictions with the consequences of hazardous materials releases.

4. Fremont County may need technical and emergency response assistance from the Federal Environmental Protection Agency (EPA) when dealing with the consequences of hazardous materials incidents.

5. Disposal of hazardous materials (waste) is normally handled by a private clean-up contractor with the responsible transporter or fixed facility being liable for the costs of the response and remediation of the affected area.

B. Organization and Responsibility

1. **Colorado State Patrol (CSP)**

   a. Is assigned the statutory responsibility as a DERA and performs the associated functions utilizing technician level HAZMAT teams located in strategic locations throughout the State.

   b. Provide emergency response to hazardous materials incidents that occur:

(1)   On Federal and State Highways outside of municipal city limits, except where they have delegated their authority.

(2)   At the boundary between two jurisdictions, one of which is the CSP's, or where the responsible jurisdiction is not readily ascertainable.

(3)   When the incident initiates within the CSP's jurisdiction but spreads to another.

c.   Provide technical assistance when requested by local jurisdictions or the incident command authority.

d.   Provide personnel to support technical / safety requirements during hazardous material / terrorist incidents, including but not limited to, traffic control, perimeter security, evacuation, etc.

e.   Provide Incident Command (IC) at hazardous material/terrorist incidents that occur within CSP's jurisdictional authority.

f.   Send a liaison to the Emergency Operations Center (EOC) if requested, and available, by OEM.

g.   Requests for assistance, when necessary, from Emergency Management and/or CDPHE.

2.   **Office of Emergency Management (OEM)**

a.   Provide a conduit through which local officials can request assistance from local or state agencies concerning hazardous material/terrorist incidents.

b.   Activate the EOC when a hazardous material incident/terrorist event is declared a disaster or when assistance is requested by the local Incident Commander.

c.   Coordinate agency support with Incident Command, provide resource and technical assistance, and request State assistance when required or requested by the CSP or DERA.

3.   **Colorado Department of Public Health and Environment (CDPHE) and/or Fremont County Department of Public Health and Environment** will:

a. Coordinate with community officials for the assessment process and communication of messages to the public.

b. Evaluate and provide recommendations pertaining to the public's health and the environmental risks related to food, air, water, and soil contamination.

c. Request regional, state or federal assistance as necessary

4. **Colorado Department of Transportation (CDOT)/Fremont County Department of Transportation**

a. Provide personnel and equipment to assist with diking operations and other on-scene control measures during a hazardous material/terrorist incident when requested.

b. Provide personnel and equipment to assist with traffic control and scene access and egress.

c. Send a liaison or provide information to the EOC or OEM if requested.

5. **Fremont County Sheriff's Office/Canon City Fire District**

a. Provide personnel to support technical / safety requirements during hazardous material / terrorist incidents, including but not limited to, traffic control, perimeter security, evacuation, etc. within agencies scope of responsibility and capability, as required and/or requested.

b. Provide technical or other specialized support as required and/or requested.

c. Send a liaison to the EOC if requested by the OEM.

d. Perform duties as DERA in accordance with agency policy.

VI   **MITIGATION AND PREPAREDNESS ACTIVITIES**

A.   **All Response Agencies**

1. In addition to specific responsibilities assigned to each organization, all agencies tasked within in this ESF are responsible for the following:

   a. Developing and maintaining internal policies and procedures in support of this plan to include scene security, evacuation and traffic control.

   b. Familiarity and use of the National Incident Management System.

   c. Identify, procure, and store equipment and materials required to perform assigned functions.

   d. Maintaining current alerting procedures for mobilizing emergency response personnel.

   e. Training response personnel and validating the plan through participation in training, drills, and exercises.

   f. Developing policies and procedures concerning personal protective measures and protective actions during response.

   g. Recognition of hazardous material and their dangers.

3. In accordance with assignment of responsibilities in the EOP, each supporting agency identified under this ESF will contribute to overall response as appropriate but will retain full control over its own resources and personnel.

4. Any agency liaison assigned to the EOC during a disaster or major incident involving hazardous material / terrorist activity, should have:

   a. Knowledge of their respective agencies' capabilities and resources.

   b. Access to appropriate authority for committing such resources.

   c. Knowledge of hazardous materials response functions.

   d. Familiarity with the EOP and this ESF.

   e. An appropriate technical and professional background.

   f. Knowledge of incident command (structure and principles) and operation of the EOC.

B.   **Colorado State Patrol (CSP), FCSO and Canon City Fire**

1.   Encourage the development of mutual-aid agreements with other DERA's throughout the State.

2.   Provide a real time incident management capability to support an emergency response to a hazardous material / terrorist incident.

3.   Develop and maintain database of hazardous materials clean-up contractors.

4.   Enforce the provisions of State laws, rules and regulations with respect to the shipping or transportation of hazardous materials.

5.   HAZMAT teams should train and have knowledge in the area of evidence collection and preservation for a large-scale HAZMAT/terrorist incident.

C.   **Office of Emergency Management (OEM)**

1.   Provide training and grant opportunities associated with the SARA and the Hazardous Materials Transportation Authorization Act of 1994 (HMTAA).

2.   Assist local response agencies with developing plans for response to hazardous material or terrorist incident.

3.   Designate or request appropriate staff in the EOC to coordinate HAZMAT response activities with other emergency response agencies during disasters or major incidents.

D.   **Fremont County Public Health**

1.   Provide personnel to assist with technical support of hazardous materials operations where appropriate.

2.   Request assistance from state or federal agencies as necessary.

E.   **Fremont DOT**

1.   Develop policies and procedures for deploying personnel and equipment to assist state and local response personnel during hazardous material / terrorist incidents.

2.   Develop policies and procedures concerning clean-up of hazardous materials spills that occur within a County right-of-way.

VII RESPONSE AND RECOVERY ACTIVITIES

A. **All Tasked Agencies**

1. Attend briefings and coordinate activities with other participating organizations.

2. Set up work area(s), report needs to EOC Manager, and initiate response / recovery activities as dictated by the situation.

3. Maintain logs of activities, messages, etc.

4. Notify field personnel of appropriate protective actions given an identified threat

5. Maintain records of individual employees exposed to chemical/biological/radiological material at incident sites and provide follow-up monitoring and/or treatment if required.

B. **Colorado State Patrol (CSP), FCSO and Canon City Fire District**

1. When requested, deploy hazardous materials enforcement and response team(s) to provide technician level response to mitigate an actual or potential release of hazardous materials at a transportation or fixed facility incident / accident.

2. Provide and/or participate in on-scene incident command and control utilizing unified incident command principles.

3. Deploy personnel to secure areas around established perimeters of hazardous materials accident scenes, assist with traffic control activities, and assist with evacuation/movement activities.

4. Provide for supervision of clean-up at a transportation incident / accident in consultation with Federal, State, and local agencies having regulatory authority for clean-up.

5. Enforce provisions of federal and state law and/or regulation with respect to the transportation of hazardous materials.

C. **Office of Emergency Management**

1. Notify and dispatch appropriate personnel to assist with emergency operations.

2. If warranted, request assistance through the appropriate regional, state or federal office.

3. Maintain logs and records concerning the incident and its effects.

4. At the request of the local ICP or emergency response personnel on-scene, initiate contact with the following:

   a. Chemical Emergency Information Center, CHEMTREC®;

   b. National Response Center (NRC)

   c. Clean-up contractors, transporters, shippers, or other interested parties.

   d. Environmental Protection Agency (EPA).

5. In consultation and coordination with the local ICP:

   a. Coordinate deployment of mutual-aid emergency response resources, including fire and EMS; and

   b. Develop and establish priorities for resource deployment when multiple incidents are involved.

D. **Colorado Department of Public Health and Environment**

(CDPHE)/Fremont County Department of Public Health and Environment

1. Assist with hazardous materials operations as requested.

2. Maintain records of agency activities.

3. Request assistance from other agencies and participant organizations as required to perform assigned duties.

E. **Colorado Department of Transportation (CDOT)/ Fremont DOT**

1. Deploy personnel and equipment to support HAZMAT incident operations as requested by IC.

2. Provide public information on road closures and/or alternative routes to the EOC.

Agriculture and Natural Resources
Emergency Support Function #11

Protection of Companion Animals and Non-Commercial Livestock

Fremont County Emergency Operations Plan

LEAD AGENCY: CSU Extension Office

SUPPORT AGENCIES: Livestock Associations, Humane Society, Private Kennels and Vets, Colorado Department of Agriculture.

I.   PURPOSE

Provide a collaborative framework for prevention, protection, preparedness, response, and recovery efforts related to management of companion animals and non-commercial livestock during emergency events. Emergency preparedness, operations and assistance provided herein shall address all provisions set forth in the Pets Evacuation and Standards Act of 2006.

A separate Livestock Movement Plan is available through OEM that pertains to transportation and movement control of livestock during an animal health emergency.

II.   SCOPE

This plan addresses emergency management issues related to companion and service animals and non-production livestock. For the purpose of this plan, these animal populations will be termed simply "animals." Animal issues addressed within this plan support rescue, shelter and care for animals impacted by emergency events.

III.   POLICIES

A.   Colorado Department of Agriculture (CDA) holds jurisdictional authority to regulate activities associated with "livestock" and/ or "alternative livestock" as defined in Colorado Revised Statutes. CDA is further delegated oversight of other animal species via the Pet Animal Care Facilities Act and statutes, rules and regulations associated with the Bureau of Animal Protection. Thus, CDA will, at a minimum, retain oversight of any animal activities conducted within the state and reserve the right to exercise statutory authority as needed.

B.   The Colorado State Animal Response Team (COSART), as a functional entity within the Colorado Veterinary Medical Foundation, will focus upon and assist regions, counties, local and/or private entities in preparing for and conducting animal response activities focused upon companion animals and non-commercial livestock.

C.   CDA and SART shall work collaboratively and may call upon each other for resources and assistance.

D.   Any private, local, county, or regional animal response group(s) shall promptly notify the State Veterinarian within the CDA – Division of Animal Industry when response activities involve any congregation, sheltering or co-mingling of animals. The State Veterinarian shall then assure provisions are made for the control of any potentially infectious or contagious disease.

E.   ESF#11 activities are normally done in the field by Animal Control Officers from the Law Enforcement agencies with support from the State Veterinarians Office and coordination assistance from the EOC.

F.   Depending on the location, some animals may be evacuated out of County.

IV.   CONCEPT OF OPERATIONS:

A.   The ESF#11 shall be designated by OEM at the EOC.

B.   The ESF Lead will have access for large animals at designated areas in the County for those animals having no other shelter.

    1.   Primary designated areas for large animals are:

        a. The Fremont County Fairgrounds - Canon City

        b. Pathfinder Park - Florence

    2.   Secondary designated areas for large animals will be with private arenas or veterinary clinics outside of the affected areas.

C.   Transportation of large animals will be provided *primarily* **by owners** and *secondarily* **by private organizations** as listed:

Veterinary clinics are listed in the ESF11 Annex. These agencies offer support for evacuated or injured animals as well as short-term sheltering for pets and livestock.

D. Agencies and Groups with transport capabilities to assist with transportation:

- Rocky Mountain Back Country Horseman   This group has trailers and experience with livestock and may be available to support animal evacuations. *Note: This group may be contacted through their website as contact numbers change periodically*.

- CSU extension/4H Trailers for evacuation may be available.

- Colorado Parks and Wildlife   Trailers for evacuation may be available.

- Colorado Department of Agriculture   Trailers for evacuation may be available

E. Sheltering and Intake:

1. An Animal Intake Form for accountability of evacuated animals has been developed in coordination with Canon City Police and the Sheriff's Office Animal Control Staff. This form is derived from the Pueblo County CART form for compatibility purposes. ***This form is located in the ESF 11 Book***.

2. A separate shelter for owners and pets may be set up if circumstances warrant the duplication of shelters. ARC does not typically allow pets or companion animals in their shelters except for support animals such as seeing-eye dogs.

VI.   RESPONSIBILITIES:

A. **Law Enforcement**:

1. The Sheriff's Office Animal Control Officer has primary responsibility for animal evacuation and removal from disaster areas.

   The Sheriff's Office also has responsibility for requesting the State Veterinarians Office for requests for support. This request should go through ESF#7 Logistics at the ICP or through the EOC if activated.

2. Canon City and the City of Florence Animal Control Officers have responsibility for animal evacuation and removal from their jurisdictions.

B. CSU Extension has responsibility for opening Pathfinder Park and may also act as support for the Fairgrounds opening for evacuated animals.

1. CSU may also act as a resource for trailers and other equipment needed to support animals during evacuation through their contacts with agencies like 4H or other extension offices.

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Energy (*NOTE: This is primarily a State and Private Function*)
Emergency Support Function #12

Fremont County Emergency Operations Plan

LEAD AGENCY: Colorado Public Utilities Commission (COPUC) – *per MOU with Office of Energy Management and Conservation (State)*

SUPPORTING AGENCIES: Office of Emergency Management, Local Utility Companies, Law Enforcement

Due to the geographically interrelated functions of this ESF, most of this is drawn from the State EOP and the State EOC (SEOC) will be the primary agency.

I   PURPOSE

    A.   To coordinate the restoration and protection of Fremont County's critical electricity generation, transmission and distribution infrastructure, and the supply of fuels used in base load generation (natural gas and coal) following a major disaster, emergency, or other significant event.

    B.   The COPUC will act as a single point of contact and liaison providing direct coordination with all other state, regional and federal departmental response elements as requested by the affected utility(s) and/or fuel supplier(s). Additionally, this agency has been requested to brief the Governor's Office and the pertinent agencies in the event of an emergency. If deemed appropriate by the State's electric utilities, the COPUC can discuss following information:

        1.   Information on these system(s) damage; and

        2.   Estimations on the impact of these system outages within affected areas.

II   SCOPE

    A.   Facilitate briefing of County Officials on critical system infrastructure damage and outages, including estimations on the impact and anticipated restoration timeframe.

    B.   Coordinate requests from electric utility(s) and generation fuel(s) suppliers for assistance (also from State agencies) to facilitate critical infrastructure protection and restoration.

C.   Within the primary and support agencies are a variety of assets and resources that may be used in response to any event involving the electric system and/or multi-hazard problems. ("Multi-hazard" includes acts of God, radiological materials, weapons of mass destruction (WMD), and terrorism incidents.)

D.   Damage to the electric system in one region may affect other regions relying on the same interconnected system. Consequently, electricity outages within Fremont County can be caused by events occurring within other areas of Colorado or within the surrounding interstate region.

III   SITUATION

A.   An emergency or disaster, either natural or manmade, may disable key electric generation and delivery facilities resulting in local, and possibly regional blackouts and/or brownouts (e.g., Western United States). Additionally, the fuel supply system used for generation may be interrupted.

B.   Sudden, widespread blackouts could result in panic given the timing of the event (i.e., Winter/Summer) and potential duration (i.e., weeks/months).

C.   A widespread electricity outage can cause shortages in generation fuel supplies and vice versa.

D.   Gasoline and diesel shortages can be caused by supply, demand, and distribution problems. These fuels are needed by utilities to facilitate restoration efforts through dispatch of repair vehicles. These fuels are also needed by first responders (e.g., law enforcement) in the event an armed response is required.

E.   The only energy resource the State is self-sufficient in is electricity. It must be noted however, that electric service within Colorado can be adversely affected by outages in other regions of the Western United States given the interconnected nature of the electric system. All other energy supplies must be imported.

IV   PLANNING ASSUMPTIONS

A.   There may be widespread and possibly prolonged electric power failures.

B.   The transportation and telecommunications infrastructures may be affected.

C.   Deployment of armed first responders (e.g., law enforcement) to various locations may be required.

D.   Notification from the public could result in panic, crisis and bedlam.

E.   County officials shall be notified through the Colorado Division of Homeland Security and Emergency Management (DHSEM) of long term or large-scale incidents.

V   CONCEPT OF OPERATIONS

A.   The County EOC will be set up in response to widespread power outages or upon request of public officials or DHSEM

B.   Through communications with DHSEM messages and warnings will be disseminated to the public on expectations of restoration of normal provision of energy items.

C.   The EOC will help coordinate lifesaving issues with regards to loss of energy, particularly electric power, for those who depend on such for medical reasons such as Dialysis or oxygen providers.

VI   ORGANIZATION AND RESPONSIBILITIES

A.   Organization

All ESF #12 activities will normally be conducted in the SEOC, if activated.

The County EOC will activate upon need or by request of response agencies or County officials.

B.   **Responsibilities**

1.   **Law Enforcement (Local)**

   a.   Provide traffic control, monitor food and fuel distribution points and provide crowd control if necessary.

2.   **Office of Emergency Management (County)**

   a.   Activate the EOC, as necessary.

   b.   Inform State DHSEM of any development during an emergency/disaster that may affect energy status.

   c.   Provide information to county/local governments on the status of the energy crisis and measures required to cope with the situation.

     d. In conjunction with state and local officials, plan for extended outages or shortages of energy supplies to include residents at risk, fuel shortages, limited workforce or working hours, transportation of at-risk individuals to locations unaffected, etc.

  II. Request State assistance where necessary in preparation for an emergency event and after an event once specific, unforeseen needs are identified.

  III. Work with local utilities to help provide status and public notices to affected populations using reverse notification, social media and normal media.

VII FINANCIAL MANAGEMENT

The ESF #12 will work with the logistics Section for the procurement of resources that OEM does not have, who will report such finances directly to the Finance Section of the EOC.

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Public Safety and Security
Emergency Support Function #13

Fremont County Emergency Operations Plan

LEAD AGENCY: Law Enforcement

SUPPORTING AGENCIES: Department of Corrections, Office of Emergency Management

I.   PURPOSE

The purpose of this ESF is to provide procedures for the mobilization, prioritization, deployment and coordination of support of law enforcement personnel, equipment, and supplies in the event of an emergency within the County that exceed the capabilities of local law enforcement resources to manage.

II.   SCOPE

The scope of this ESF is to describe the *general* actions of Law Enforcement and other supporting agencies in response to a law enforcement-related emergency exceeding the capabilities of local law enforcement resources to manage. This does not supersede agency policies or directives.

III. SITUATION

A.   The potential for local law enforcement resources to become depleted can happen at any time; this is especially true during and after a major disaster or terrorism event. Natural disasters and other emergencies in Colorado have shown that normally available law enforcement resources may be difficult to obtain and utilize because of massive disruptions of communications, transportation, and utility systems.

B.   Local law enforcement departments will be the primary response agency in most terrorist events (conventional, chemical, biological and radiological). They will play an important role during response to, and recovery from, such an event.

IV.   ASSUMPTIONS

   A.   Major disasters and other emergencies which exceed local capabilities have and will continue to occur in Colorado.

   B.   Terrorism events may result in mass casualties and damage. Because these are crime scenes, there will be the need for additional law enforcement resources for security and investigations.

   C.   Successful law enforcement operations during an emergency will require organized, interagency cooperation at all levels of government.

V.   CONCEPT OF OPERATIONS

   A.   LE will work with any other ESF functions activated involving the mobilization, prioritization and coordination of law enforcement services county-wide to respond to any type of emergency requiring additional resources. ESF #13 may use Mutual Aid or requests through the EOC to DHSEM for additional resources.

   B.   Unless there is a delegation of authority by the Police Chief or Sheriff, or a Governor's Emergency Declaration and the Governor chooses to take command of local resources, law enforcement activities remain under the control of the jurisdictions' chief law enforcement official, generally the Chief of Police or the County Sheriff.

   C.   Cities, towns, and counties are responsible for requesting State support through the appropriate county emergency management agency when a disaster exceeds local capabilities.

   D.   Additional assistance may be provided by other State agencies. Based on known or projected threats, imminent hazards or predicted disasters that may require additional resources, ESF #13 may mobilize resources and stage them at designated locations in order to respond if assistance is requested.

   E.   Ordering and tracking of resources are accomplished through activation of the State Emergency Operations Center's Interagency Resource Ordering Capability (IROC) for fire resources and WebEOC for all others.

VI.   ESF ACTIONS:

   A.   **Preparedness**

      1.   Maintain current inventories of law enforcement facilities, equipment, and key personnel throughout the County.

2. Coordinate with the Colorado Association of Chiefs of Police (CACP) and County Sheriffs of Colorado (CSOC) on the organization and training of law enforcement personnel to call for and rapidly respond to requests for assistance.

3. Prepare local law enforcement departments to respond to terrorism events by providing information and intelligence on actual or potential acts involving Weapons of Mass Destruction (WMD), including guidance on evidence preservation.

B. **Response**

1. Support law enforcement departments with appropriate resources to include mobilizing, prioritizing and deploying law enforcement personnel and resources as needed.

2. Coordinate with other law enforcement agencies to support law enforcement operations when indicated and requested.

3. Coordinate with ESF #1 for use of Public Works assets to support law enforcement operations when indicated.

4. Using the incident command system, assume responsibility for coordinating and tracking all law enforcement resources committed to an incident. This may include placing personnel at a forward command post and establishing staging areas with the requesting group.

5. Plan for and establish relief resources to replace or rotate with committed resources for extended operations.

6. Obtain and submit situation reports to the EOC, if activated.

7. Request supporting agencies to document any lost or damaged equipment, any personnel or equipment accidents.

8. Provide personnel to the EOC, if activated, to coordinate with other ESFs if lead remains in the field.

C. **Recovery**

1. Maintain adequate resources to support local operations and plan for a reduction of resources.

2. Conduct reviews of incident actions with agencies involved to improve future operations.

3. Inventory any lost or damaged equipment and record any personnel injuries or equipment accidents.

4. Anticipate and plan for arrival of and coordination with Federal and State ESF #13 personnel in the EOC, if requested.

5. Inform agencies that provide resources about where to send records.

D. **Mitigation**

1. Document matters needed for inclusion in the Emergency Operations Plan or Emergency Support Functions.

VII. RESPONSIBILITIES

A. Law Enforcement

1. Identify, train, and provide LE personnel to staff the ESF #13 function in the EOC once activated.

2. LE will ensure ESF #13 capabilities support incident management requirements including force and critical infrastructure protection, security planning and technical assistance, technology support, and public safety in both pre-incident and post incident situations.

3. Notify all ESF #13 supporting agencies upon activation.

4. Maintain database inventories of law enforcement facilities, equipment, and key personnel throughout the County

5. Monitor status of all law enforcement operations and provide updates to EOC where appropriate.

6. Assess and provide information concerning public safety and law enforcement services for areas affected by the emergency.

7. Analyze disaster or potential disaster conditions and recommend to elected officials those functions that should be reduced, strengthened, or maintained during the emergency period.

9. Work in cooperation with other state and local agencies to ensure services and public safety issues are coordinated throughout the county.

10. Coordinate, prioritize, and mobilize resources to maintain law and order during an emergency or disaster, including but not limited to traffic and crowd control and access to evacuated areas.

11. Provide the EOC with information related to law enforcement resource requirements identified throughout the County.

B. **Support Agencies**

1. Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of ESF #13 during periods of activation.

2. Maintain inventories of assets utilized to support law enforcement operations.

3. ESF 1 will help provide equipment, fuel, personnel, shop service, and transportation assets to support law enforcement operations.

4. Department of Corrections:

   Will secure correctional facilities and when available, augment law enforcement efforts when directed by the Office of the Governor or through mutual aid requests.

5. Department of Public Health and Environment:

   Will provide information regarding actual or potential health threat issues effecting law enforcement activities.

6. Professional Associations, i.e., the CACP and the CSOC may have a liaison(s) assigned to the EOC to represent local / county jurisdictions to coordinate additional staffing and resource needs and to provide expertise. They will:

   a. Coordinate database inventories of local / county law enforcement facilities, equipment, and key personnel.

   b. Assist ESF #13 Lead to alert, activate, and deploy these law enforcement assets to requests for assistance.

VIII. CONTINUITY OF GOVERNMENT

Lines of succession for personnel with law enforcement responsibilities will be in accordance with existing governmental / department policies and required procedures of their parent organization.

IX. FINANCIAL MANAGEMENT

During emergency operations, each agency / department is responsible for recording and tracking its own expenditures or losses and seeking reimbursement from the appropriate agency after the event when applicable.

Long Term Community Recovery
Emergency Support Function #14

Fremont County Emergency Operations Plan

LEAD AGENCY: Fremont County Government

SUPPORTING AGENCIES: Local Municipalities and Agencies, Private Sectors

I.   PURPOSE

The purpose of this ESF is to provide for coordinated measures and policies designed to facilitate recovery from the effects of natural and technological disasters, civil disturbances, or acts of domestic terrorism: Provide for effective utilization of resources to support local efforts to aid long-term community recovery, stabilize local economies, and reduce or eliminate risks from future incidents; Coordinate the damage assessment process in order to determine the need for supplemental assistance; Provide a government conduit and administrative means for appropriate organizations to assist during the recovery and mitigation phases in the event of an emergency within the County. See the Fremont County Debris Removal Plan and the Fremont County Recovery Plan for more information.

III.   SCOPE

The scope of this ESF is to describe the general actions of Local Government and other supporting agencies in response to an emergency within the County.

III.   SITUATION

A.   Local officials have authority under their local ordinances and resolutions and Colorado Revised Statutes to take responsible and appropriate actions in the direction and control of disaster recovery activities. The primacy of affected local governments in defining and addressing risk reduction and long-term recovery priorities is recognized. If an effective recovery is beyond a local jurisdiction's capability, County or State assistance may be required. The Board of County Commissioners and/or the Governor may then declare a "State of Emergency" and the provisions of the County or State Emergency Operations Plan will be implemented.

B.   The Emergency Manager, with support from DHSEM, will provide guidance to affected local jurisdictions concerning the declaration process and procedures for requesting State and Federal disaster assistance. The Department of Local Affairs, DHSEM and supporting Agencies identified in this ESF will make every

effort to match identified local disaster related needs with assistance potentially available from local, state, federal and voluntary agency sources.

IV.   **ASSUMPTIONS**

    A.   Major disasters and other emergencies which exceed local capabilities have and will continue to occur in Colorado.

    B.   Recovery involves action taken over the short term to return vital life –support systems to minimum standards and over the long term to return communities to normal or improved conditions. These measures may include damage assessment (see the Fremont County Rapid Needs Assessment and Damage Assessment Plans), supplemental assistance to individuals and public entities, preparation of economic development studies and plans, identification of hazard mitigation opportunities and projects, and revisions to policies, plans and procedures. Many disasters will cross city, county and regional boundaries and state coordination is vital to provide the resources necessary for recovery.

V.   **CONCEPT OF OPERATIONS**

    A.   Initial and short-term recovery activities focus on the safety and welfare of the affected community and restoration of essential services to include:

        1.   Coordinating and conducting initial damage assessment efforts to help guide local decision-making and priority-setting and to determine the need for supplemental state or federal assistance.

        2.   Coordinating the restoration of essential public services and facilities (e.g., removal of debris from emergency routes (see the Fremont County Debris Management Plan), emergency repairs to hospitals and public safety facilities).

        3.   Completing steps for formally requesting State and/or Federal disaster assistance when damage assessment results indicate that impacts exceed the resource capacities of local government.

        4.   Coordinating the delivery of federal disaster assistance programs (e.g., Individual Assistance, Public Assistance, Hazard Mitigation) in Presidential declared disasters.

        5.   Coordinating relief resources available from state agencies, federal programs and voluntary organizations.

        6.   Coordinating the provision of temporary housing for victims of a disaster event.

        7.   Managing unsolicited, undesignated donations of goods and services.

8. Coordinating spontaneous, unaffiliated volunteers that emerge in the aftermath of a disaster event.

9. Coordinating disaster-related information and instructions to the general public.

10. Identifying post-disaster hazard mitigation activities to reduce future risks.

B. Long-term recovery efforts focus on redeveloping communities and restoring the economic viability of disaster areas, including:

1. Coordinating and integrating the resources and assistance programs of voluntary agencies and other community-based organizations.

2. Restoring and making permanent repairs to public infrastructure damaged in the disaster.

3. Re-establishing an adequate supply of housing, including affordable housing, to replace housing stock destroyed by the disaster.

4. Restoring the economic base of disaster-impacted communities, including lost jobs and employment opportunities.

5. Identifying hazard mitigation opportunities and implementing long-term hazard mitigation plans, projects and measures (e.g., land use plans, hazard-zone restrictions and building codes).

C. Cities, towns, and counties are responsible for requesting State support through the County OEM when a disaster exceeds local capabilities.

D. **State Recovery Organization**

Upon request, the State may provide the following assets to assist in the disaster recovery process:

1. **State Coordinating Officer (SCO)**

The SCO is designated by the Governor as the lead State official responsible for direction of State recovery activities and coordination with the Federal Coordinating Officer (FCO). The SCO serves as the focal point for affected local jurisdictions and works closely with local officials to ensure that local recovery needs are identified and addressed by available recovery resources and programs.

2. **Governor's Authorized Representative (GAR)**

The GAR is the individual designated by the Governor in the Federal-State Agreement to execute, on behalf of the State, all necessary

documents to expedite the delivery of Federal disaster assistance, including certification of applications and vouchers for Public Assistance.

3. **Public Assistance Officer**

   The State Public Assistance Officer is appointed by the GAR to manage state-level activities related to restoration of public infrastructure under FEMA's Public Assistance Program, in cooperation with the Federal Public Assistance Officer.

4. **Individual Assistance Officer**

   The State Individual Assistance Officer is responsible for coordinating available recovery assistance for individuals, families and businesses from Federal, State, volunteer and private organizations. The State Individual Assistance Officer manages State-level activities related to the delivery of FEMA's Individual Assistance Program, in cooperation with the Federal Individual Assistance Officer.

5. **Hazard Mitigation Officer**

   The State Hazard Mitigation Officer (SHMO) is appointed by the GAR to manage state-level activities related to the delivery of FEMA's Hazard Mitigation Grant Program, in cooperation with Federal hazard mitigation program staff.

6. **Public Information Officer (PIO)**

   The PIO reports to the SCO and is responsible for coordinating news releases and instructions to the public concerning available disaster assistance and the progress of recovery efforts, in cooperation with State and Federal public information staff.

7. **Volunteer Coordinator**

   The State Volunteer Coordinator assembles and provides direction for the Volunteer Coordination Team and is responsible for establishing a process for matching volunteers with established voluntary organizations and procedures for effectively channeling offers of assistance from unaffiliated citizens to meet disaster-related needs.

8. **Donations Management Coordinato**r

   The State Donations Management Coordinator assembles and provides direction for the Donations Management Team, which is responsible for providing guidance to citizens, managing a telephone registration and database system, establishing one or more collection facilities, creating a

system to sort and distribute donated items, and store donated resources until they are needed.

All or parts of the State recovery organization described above may be activated depending on the scope and nature of the disaster, the availability of Federal disaster assistance, and the specific disaster assistance programs that are authorized when a Federal Disaster Declaration is made.

E.   Damage Assessment Coordination

    1.   Once conditions allow, an initial damage assessment will be conducted by emergency management officials to identify the immediate emergency needs of disaster victims, to assess the extent of damages to residential and business properties, to evaluate the impacts to public facilities and services, and to determine whether overall damages and impacts are sufficient to warrant a request for a formal Preliminary Damage Assessment (PDA).

    2.   Based on the results of the initial damage assessment and the overall magnitude of the impacts, emergency management officials will evaluate the need for a PDA and notify FEMA of the recommended course of action. The PDA is a joint local-State- Federal effort that builds on the initial assessment to formally evaluate whether damages are severe enough to justify a request by the Governor for a Presidential disaster declaration. The coordination of the PDA process, including number and types of teams and their schedules, is the responsibility of DHSEM, in coordination with FEMA and local emergency management officials from the affected jurisdictions.

F.   Federal Disaster Assistance

    1.   The Governor will review information collected by DHSEM to determine if a State of Emergency should be declared and if a Presidential Disaster Declaration should be requested. The Governor must submit a request for assistance to the President within 5 days of determining the need for emergency assistance and within 30 days of the event for a major declaration. The DHSEM Director will prepare a letter to the President for the Governor's signature to request Federal assistance. This letter must:

        a.   Demonstrate that the situation is of such severity and magnitude that effective response is beyond the capability of the State and affected local governments.

        b.   Demonstrate that supplemental Federal assistance is necessary to save lives and to protect property, public health and safety, or to lessen or avert the threat of a disaster.

        c.   Furnish information on the extent and nature of State and local resources which have been or will be used to alleviate the results of the disaster.

        d.   Certify that the State and local governments will bear their required share of the costs to implement Federal disaster assistance programs;

        e.   Include an estimate of the extent and nature of Federal assistance required for each of the impacted counties and the state;

        f.   Confirm that appropriate actions have been taken under State law;

        g.   May identify the State Coordinating Officer (SCO) in the event the request is honored. (The SCO becomes the State official who then coordinates State and local disaster assistance efforts in conjunction with the Federal government).

2.   In the event of a catastrophic incident, where the magnitude and severity of damages are expected to be extreme and there is an immediate need for supplemental Federal assistance, the Governor may make an expedited request for a Presidential Disaster Declaration. This request will not include specific estimates of damage and the amount of Federal assistance necessary. This request will, however, outline the anticipated impacts of the disaster.

3.   When the President declares an area or areas to be disaster areas, FEMA will immediately notify the Governor and appropriate Federal agencies. The Director of DHSEM will be responsible for ensuring that the affected local governments are notified. The State PIO will notify the media and public through media briefings and press releases.

4.   After the President's declaration, the Governor and the FEMA Regional Director enter into a **Federal-State Agreement** that describes how Federal disaster assistance will be made available. The agreement:

        a.   Identifies those areas that are eligible for assistance.

        b.   Stipulates the program(s) made available and the division of costs among the federal, state, and local governments.

        c.   Specifies the time period in which assistance will be made available.

        d.   Identifies any other conditions for receiving assistance.

        e.   Describes the incident.

5. Long-Term Recovery Committee

    a. The State may facilitate the formation of a Long -Term Recovery Committee (LTRC) to continue to address the needs of disaster victims that could not be met by governmental assistance and immediately available emergency assistance from voluntary agencies. LTRC assistance targets those who have unmet needs after assistance from all other sources has been provided. An LTRC may be needed because disaster victims often will continue to have significant unmet needs after personal resources, insurance and immediate disaster-related government benefits are exhausted.

    b. LTRC efforts are intended to complement, but not duplicate, assistance provided by FEMA, voluntary agencies, churches, civic groups and citizens. LTRCs will help evacuees understand their available benefits; assist them, if necessary, in making application, and make referrals to relevant agencies. State and Federal government agencies support the LTRC by helping to identify and coordinate available recovery resources, but leadership and management of the coalition are assumed by representatives of the faith-based, non-profit and voluntary organizations that comprise its membership.

VI. RESPONSIBILITIES

All local organizations will coordinate with local officials and emergency management concerning the identification and delivery of available recovery programs within their disciplines. All organizations will contribute resources, services, and expertise in support of recovery efforts in accordance with applicable authorities, programs, and policies. Requests for specific assistance from local or State agencies will be made through a formal mission assignment process (ESF #5). State agencies may be requested to provide personnel to temporarily support recovery activities, including staff to serve on damage assessment and / or mitigation teams.

A. Office of Emergency Management

    1. Coordinate damage assessment and recovery efforts.

    2. Depending on initial damage assessment results, determine the need for a formal Preliminary Damage Assessment (PDA). OEM may request, through DHSEM, that FEMA conduct a joint PDA survey of damages to determine whether damages are severe enough to support a request for federal disaster assistance.

    3. Ensure rapid disbursement of disaster assistance funds to individuals and government throughout the recovery period. Make recommendations to the governor concerning requests for Federal disaster declarations and prepare Governor's letter requesting Federal assistance.

4. Coordinate with and advise from the Governor's Office concerning designation of the State Coordinating Officer (SCO) and Governor's Authorized Representative (GAR).

5. Coordinate the dissemination of information on State and Federal emergency assistance available to public and private agencies, organizations, businesses, individuals, and families. Ensure effective flow of information about available assistance between impacted local jurisdictions.

6. Prepare for executive orders, proclamations and regulations as necessary to address recovery operations.

7. Help administer grant and loan programs in cooperation with other organizations to political subdivisions for disaster recovery.

8. Task organizations to provide personnel to serve on damage

   assessment or mitigation teams based upon the nature of the disaster.

9. Coordinate closely with State and Federal personnel in the disaster area(s) from the PDA process through close-out of the Federal-State Agreement.

10. Provide regular updates of information to PIOs for use in the development of information packets, briefing information, displays, news releases, etc.

B. Support Agencies

1. Department of Human Services

   a. Assess the impacts of disasters to social systems in general with particular attention to the elderly, veterans, persons with disabilities, youth, institutions, welfare recipients, refugees, the AFN community members, and repatriates from outside the U.S.

   b. Coordinate with State human services departments for the implementation of a comprehensive program of emergency assistance to families following a disaster, including the continued delivery of public assistance and other human services program assistance.

   c. Coordinate with Southern Colorado Volunteer Agencies Active in Disasters (SOCOVOAD) and non-profit organizations to ensure that the immediate and long-term recovery needs of disaster victims are addressed.

d.   Provide personnel to assist with food distribution, emergency housing, coordination with volunteer agencies, and outreach activities to determine unmet needs.

e.   Coordinate the activities necessary to provide the staff, supplies and facilities to deliver mental health and crisis counseling services to disaster victims.

f.   Monitor and/or assist in the administration of FEMA's Individual and Households Program (IHP) following federal Individual Assistance declarations.

2.   Department of Local Affairs (State)

a.   Support local housing authorities in identifying available, affordable housing resources for residents displaced by a disaster. Where feasible, utilize state and federal housing funds to provide rental assistance to disaster victims. (Division of Housing)

b.   Provide technical assistance to local officials concerning economic recovery and redevelopment plans and strategies. Assist local officials in identifying state and federal grant programs to facilitate community recovery efforts. (Division of Local Government)

3.   Historical Society of Colorado

a.   Provide technical advice to affected jurisdictions concerning historical property/artifacts destroyed or harmed during emergencies.

b.   Provide personnel to serve on Damage Assessment and Hazard Mitigation teams to provide expert advice with respect to losses and repairs for public historical sites and artifacts.

VII.   Financial Management

A.   Local departments and agencies involved in recovery activities are responsible for providing financial support for their operations and for carefully documenting disaster-related costs and expenditures to support requests for reimbursement. Accurate record keeping will also be necessary for agencies to withstand post-emergency audits. Approval to expend funds for recovery operations is the responsibility of authorized officials from each participating department and agency.

B.   In the aftermath of a disaster, financial operations are carried out under compressed timeframes, requiring expedited purchases and other expenditures outside normal, routine procurement processes. Each agency and department are

responsible for establishing effective administrative controls to guide and track expenditures and financial commitments, including personnel time and travel records, contract and lease information and invoices, and logs and receipts for the use of force account equipment, supplies and materials. In federal-declared disasters, these expenditures may be eligible for reimbursement.

C.   Cooperating Agencies are responsible for managing financial matters related to resources under their control or procured for purposes related to specific recovery efforts. Cooperating Agencies are responsible for recording and tracking their own costs and expenditures and seeking reimbursement from appropriate sources after an event. Following a Presidential Disaster Declaration, reimbursement of eligible expenditures may be provided by FEMA in accordance with Stafford Act program guidelines. The State of Colorado is not responsible for the disaster-related costs of Cooperating Agencies, except as defined by the Governor's Executive Order that Declares a State of Emergency.

Long-Term Community Recovery
Emergency Support Function #14

Appendix B - Summary of Federal Disaster Assistance Programs and Processes

Fremont County Emergency Operations Plan

I.   **Summary of Programs**

The following are the principle programs offered by the Federal government in

assisting localities affected by disasters.

A.   **Individual Assistance (IA)**

Individual Assistance is supplementary Federal assistance provided under the Stafford Act to individuals, families and businesses affected by a major disaster or an emergency. Such assistance may be provided directly by the Federal government or through State or local governments or disaster relief organizations. The following information is used to determine the level of damage for IA declarations.

1.   **Damage to homes (Housing Loss Form)**

a.   Primary versus secondary residence damage

b.   Homeowner or rental property damage

c.   Degree or percentage of damage to structure

d.   Insured versus uninsured damage

2. **Damage to businesses (Losses to Businesses Form)**

    a. Estimated days out of operation

    b. Tenant versus owner considerations

    c. Number of employees

    d. Replacement costs

    e. Percentage of damage to businesses

    f. Insured versus uninsured damage

3. **Types of Federal Individual Assistance**

    a. **Disaster Housing**

        This program is administered by FEMA and designed to help victims whose residences have been rendered uninhabitable by a disaster. For those who are eligible, the Federal government will pay for 100 percent of the cost of victims' lodging at hotels; motels or other housing for a period of up to 18 months dependent upon continued eligibility. Where no disaster housing is available, FEMA or the State may supply mobile homes for housing as a last resort. In cases where homes are minimally damaged and still habitable, funds may be available to homeowners for repairs. Assistance will not duplicate insurance benefits.

    b. **Small Business Administration (SBA)**

        This program provides disaster loans designed to supply low interest loans to owners of homes or businesses that have experienced uninsured physical or financial losses as a result of a disaster. SBA can also provide loans for the replacement of personal property for homeowners and renters. One of the primary criteria for SBA assistance is the applicant's basic ability to repay the loan.

    c. **Farmers Home Administration (FHA)**

        This program provides low interest disaster loans to farmers, ranchers and agricultural operators for physical or production losses. Loans may be made to either the tenant or owner of the agricultural business.

d. **Disaster Unemployment Assistance**

This program aids those individuals who have become unemployed as a result of a disaster. Unemployment assistance of up to 26 weeks may be paid to victims who have lost their jobs due to the disaster. The Colorado Division of Employment Services administers the program. Benefits paid to victims cannot be in addition to regular unemployment compensation, and the amount cannot exceed that which is ordinarily paid under State law in non-disaster situations.

e. **Individual and Family Grants (IFG)**

The program provides grants to disaster victims to meet necessary expenses or serious needs. The amount is adjusted annually on October 1. The recipient may spend this money for a variety of needs, including medical and dental expenses, housing repairs, personal property, funeral and burial expenses and public and private transportation. These expenses must have been caused by the disaster. The recipient must have been either turned down or inadequately served by other programs, including SBA, before he/she becomes eligible for an IFG. This program is administered by the State and is a 75/25 federal/State match. The assistance cannot duplicate insurance benefits.

f. **Income Tax Service**

The Internal Revenue Service will help victims identify ways in which the disaster affects their Federal Income Tax. Casualty loss credits, early tax refunds and information on loss documentation are some services available to disaster victims.

g. **Food Coupons**

These may be made available to victims whose nutritional needs are affected because of a disaster. The U.S. Department of Agriculture administers this program at the Federal level and Department of Human Services at the State level. County Departments of Human Services will interview food stamp applicants and issue food stamp benefits to qualified recipients. The President will determine the length of eligibility for receiving emergency food coupons.

h. **Crisis Counseling Program**

The President is authorized to provide professional counseling services for disaster victims. These services include financial assistance to State or local agencies or private mental health organizations to provide services for victims of major disaster in order to relieve mental health problems caused or aggravated by

the disaster or its aftermath. The Colorado Division of Mental Health primarily provides services directly to individuals and families that focus on mental wellness and mechanisms to deal with the incident and subsequent recovery.

Through effective public information, education, and outreach activities, basic mental health needs are provided, and prevention of long-term mental health problems is achieved.

B.   **Public Assistance (PA)**

Supplementary Federal assistance provided under the Stafford Act to State and local governments or certain, private, non-profit organizations, other than assistance for the direct benefit of individuals and families. The PA Program is administered by the state. There is a Federal/State match, with the Federal share

no less than 75%. Assistance provided will not duplicate insurance benefits. The following are the types of assistance covered by this program.

1.   **Emergency work**

a.   Cost to clear debris

b.   Costs of personnel, material, and equipment used for emergency response activities.

2.   **Permanent work**

a.   Damage to roads, streets, and bridges

b.   Damage to water-control facilities

c.   Damage to public buildings and equipment

d.   Damage to public utilities

e.   Damage to park and recreational sites

The State will serve as the grant administrator for all Federal funds provided to eligible applicants under the PA Program.

II.   Summary of Processes

A. **Individual Assistance Process**

1. **National Tele registration Center (NTC)**

   The National Tele registration Center (NTC) is a permanent FEMA facility that houses a national toll-free telephone bank. Upon activation following a Presidential Disaster Declaration, disaster victims register for individual disaster assistance through contacting the NTC. Toll-free numbers for the

   NTC will be widely publicized for disaster victims by State and Federal recovery personnel.

2. **Disaster Application Centers (DACs)**

   These are federally established temporary locations generally established in or near communities directly impacted by the presidentially declared disaster. Federal and State recovery personnel staff the centers. The purpose of the DACs is to allow disaster victims to apply for individual disaster assistance in person. Although DACs may be used in conjunction with the NTC, establishment of these temporary facilities is very infrequent and generally dependent upon the scope or magnitude of the disaster. Use of DACs is agreed upon by FEMA, State and local officials. Locations and days/hours of operation are widely publicized for disaster victims by State and Federal recovery personnel.

3. **Disaster Recovery /Service Centers**

   These are federally established temporary locations, which are staffed by Federal and State recovery personnel in the Presidentially declared disaster areas. These centers provide information on the status of applications submitted by disaster victims for individual assistance. Information may be provided regarding the use of disaster assistance funds, hazard mitigation information and SBA information. Access will also be provided to various state, county, local and voluntary agencies that may be able to provide additional disaster assistance. Registrations for individual assistance are not usually taken at these centers. Use of Service Centers are agreed upon by FEMA, state, and local officials.

4. **Toll-Free Telephone Assistance.**

   FEMA maintains a permanent facility which houses a national toll-free telephone center to answer questions from disaster victims. In conjunction with the permanent FEMA center, the State provides a toll-free information number to address questions from disaster victims relative to the State

   Individual and Family Grant (IFG) Program. Additionally, other Federal and State agencies may operate similar information sources for disaster victims. The toll-free numbers are widely publicized by State and Federal recovery personnel.

5. **Community Relations**

Community outreach efforts will be made cooperatively by Federal and State recovery personnel in order to ensure that all disaster victims are aware of assistance programs. The efforts may include but are not limited to providing flyers and press releases to local community leaders, school officials, and religious organizations about Federal State individual assistance that may be available to disaster victims. Community relations also report about the effectiveness of the response effort in the communities and any other issues that may impact the recovery process.

B. **Public Assistance Process**

1. The State Public Assistance Officer (PAO) is part of the Recovery Team and is responsible for working with the Federal PAO to coordinate all activities related to the reimbursement of State and local governments and private not-for-profit organizations for eligible costs incurred as a result of the disaster.

2. The PAO will administer all public assistance grants, agreements and contracts and will provide technical assistance to eligible applicants and sub grantees and maintain and submit documentation necessary to obligate and disperse public assistance funds.

3. The PAO will work with the Disaster Response and Recovery Branch Chief to identify support staff that will assist in the coordination of the following activities:

   a. Federal reimbursement

   b. Conducting applicant's briefings

   c. Grant management

   d. Use of State engineers and inspectors to provide technical support with the preparation of Requests for Assistance forms, etc.

   e. Preparing with FEMA the scope of work and cost estimates for large and small projects

   f. Serve as Special Consideration Liaison and Applicant's Liaisons

   g. Management of sub-grants

   h. Maintenance of accurate correspondence and financial records

i. Legal review to ensure compliance with local, state, and Federal regulations

C. **Hazard Mitigation Process**

The hazard mitigation program is designed to permanently reduce or eliminate the long-term risk to human life and property from natural hazards. Federal, state, and local hazard mitigation responsibilities are prescribed by the Stafford Act and may be available following the declaration of a major disaster or emergency or declaration for fire suppression assistance.

1. **Federal**

The FEMA Regional Director appoints a Federal Hazard Mitigation Officer to manage hazard mitigation programs and activities that include assisting the State and local governments in identifying appropriate mitigation projects that will measurably reduce the impact of specific hazards. In addition, the Federal Hazard Mitigation Officer follows -up with State and local governments to ensure mitigation commitments are fulfilled.

2. **State**

a. The Governor appoints a State Hazard Mitigation Officer who reports to the Governor's Authorized Representative (GAR) and is responsible for the following activities:

(1) Acting as the point of contact for all matters related to hazard mitigation planning.

(2) Preparing and submitting a hazard mitigation plan(s) or updates to existing plans that include an evaluation of the natural hazards in the declared area and identification of appropriate actions to mitigate those hazards.

(3) Participating on the Hazard Mitigation Survey Team with other state, federal, and local personnel as appropriate.

(4) Assessing that State and local governments are taking appropriate hazard mitigation actions.

(5) Coordinating the hazard mitigation activities of State agencies to ensure they are contributing to the overall lessening of vulnerability to natural hazards.

3. **Local**

    a.   Local governments will appoint a Local Hazard Mitigation Officer if appropriate and participate on a voluntary basis in the development and implementation of hazard mitigation plans.

    b.   Local governments will coordinate and monitor the implementation of local hazard mitigation measures in coordination with the State and Federal Hazard Mitigation Officers. (Refer to the State of Colorado Hazard Mitigation Plan for additional information.)

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External Affairs/PIO
Emergency Support Function #15

Fremont County Emergency Operations Plan

LEAD AGENCY: Fremont County Public Information Officers-Joint Information Center Group (FCPIO-JIC)

SUPPORTING AGENCIES: Emergency Management, Southern Colorado Public Information Officers (SCPIO) Group

I.   PURPOSE

The purpose of this ESF is to provide and control information to the public, media and response agencies during an all-hazards event to ensure situational awareness of all involved.

II.   SCOPE

A.   Emergency information before, during and after an incident will be critical to maintain situational awareness, ensuring accurate and timely information to affected populace and providing a method to dispel rumors and false information.

B.   Public Information Officers represent their individual agencies and provide information about their agency's involvement in incident operations.

PIOs will not release information without first coordinating and approval from the Incident Commander or the EOC to avoid the release of inappropriate or incorrect information.

III.   SITUATION and ASSUMPTIONS

A.   The public needs timely and accurate information for response and recovery actions for protection of life and property.

B.   In multi-agency events the Joint Information System (JIS) should be initiated at the Incident Command Post or, if activated, the EOC. This Joint Information Center (JIC) will include PIOs from responding agencies for joint coordination and approval before release or verification of one message to the public or media.

C.   If conditions prohibit a JIS from being established in one location then technological means for coordination may be established.

D.   The Emergency Alert System (EAS) may be used to provide specific information to local jurisdictions after approval from the Incident Commander or EOC Manager.

E.   There will often be incorrect or false information and rumors disseminated to and among the public and media from multiple sources that will need to be addressed and rectified.

F.   Some information may be released well after the media has presented I due to the verification and approval process.

IV.   CONCEPT OF OPERATIONS

General overview:

A.   Information must be gathered from various sources to include:

    1.   Media

    2.   Response Agencies

    3.   Social Media

B.   PIO staff, individually or acting in a JIS/JIC, must verify collected information for accuracy.

C.   Information messages must be presented in a useful form such as organization into categories of priority and value.

D.   Review of messages shall be done whenever possible by other PIOs, and a final review performed by the Incident Commander (IC).

E.   Monitoring of media for new information, speculations and incorrect information. This information will be verified for accuracy and addressed if shown to be inaccurate.

F.   PIO staff acting under this ESF will also provide telephone answering services in public information matters.

G.   Information must be de-conflicted with other sources prior to release.

V. RESPONSIBILITIES

A.   Supporting FCPIO-JIC members, SCPIO members, and Assigned Public Information Officers.

    1.   Will provide staff to assist within the JIS/JIC either directly or electronically.

    2.   Those PIOs who are also part of private agencies such as St. Thomas More Hospital may coordinate media releases within their agency guidelines that **only** affect their individual agencies (staffing, availability, delays, etc.) - with guidance and approval from their agency superiors.

    3.   Will coordinate within the JIS/JIC on all messaging.

    4.   Coordinate with IC or EOC for resource needs.

    5.   Provide timely and appropriate information to displaced persons such as shelters and evacuation centers.

    6.   PIO staff will use all available means to disseminate information.

    7.   Will assist Spokesperson with information briefs during media presentations and public meetings.

B.   Incident Command/EOC

    1.   Will coordinate outgoing messages with PIO staff after verification of accuracy and content.

    2.   Will help PIO staff address accuracy of information collected from outside sources.

    3.   Will approve information releases.

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LOGISTICS & RESOURCE MOBILIZATION

A. Logistics

1. Fremont County Emergency Management shall develop and maintain resource information on supplies, equipment, facilities, and skilled personnel available for emergency response and recovery.
2. The resource information will indicate the procedure and contact information necessary to quickly obtain the resources needed to meet the needs of an emergency.
3. If necessary, emergency resources will be allocated by the priority and need.

Logistical Support

Fremont County hosts numerous pre-planned events throughout the year which vary in size from large-scale one-off events like the Fremont County Fair and Rodeo and the Royal Gorge Whitewater Festival to smaller events.

To prepare for these events, and the additional one-off events that take place throughout the year, FC OEM may activate the FC EOC and have additional personnel from the EOC Team on stand-by in case they are needed to activate. Resource needs and capabilities are estimated based on each event. Prior to the event itself, generally one to two months in advance, the FC OEM takes inventory of the resources it will need for the event to ensure the necessary resources are in place before the event.

The emergency response agencies in Fremont County and FC OEM use the SalamanderLive software to assist with timekeeping for incident personnel and tracking of resources.

B. Resource Mobilization

Resource mobilization is conducted in accordance with the Fremont County Resource Mobilization Plan. Resource management involves the integration of resources from County government, municipalities, special districts, regional partners, volunteer organizations, private sector and State and Federal governments.

Resource Gaps

All County offices and departments are encouraged to complete an inventory and document their resources, both critical and routine, and critical needs on a regular basis and move to address any resource gaps prior to an incident.

Fremont County conducted a formal capability assessment and gap analysis during the Fremont County, Colorado Emergency Preparedness Analysis (CEPA) in November 2023, which assisted in identifying and documenting the gaps within the jurisdiction based on. After completing this assessment, which was centered on the most prevalent hazards affecting Fremont County, resource gaps were discovered, and plans were created to address these gaps. These plans and associated resources are maintained in Fremont County OEM.

(More detail information on the 2023 assessment can be found in the Fremont County CEPA report located at Fremont County Office of Emergency Management.)

Key components of the Fremont County Resource Mobilization Plan include:

- Resource Mobilization Systems
    - Local Dispatch (CAD)
    - Local EOC Logistics systems
    - WebEOC
    - National Interagency Resource Ordering Capability (IROC)
    - EM Resource
    - Colorado Volunteer Mobilizer (CVM) at CVM (state.co.us)
    - CDOT Systems

- Resource Mobilization Management
    - Roles and Responsibilities of Requesting & Receiving Agencies
    - Implementation
    - Local Process
    - Local Delegation

- Resource Mobilization Process & Procedures
    - Ordering and Acquisition
    - Mobilization
    - Tracking and Reporting
    - Demobilizing and Recovery

Resource ordering will be coordinated through Logistics at the ICP and/or the EOC by the Logistics Section.

Logistics protocol shall include the mechanisms and processes to obtain resources needed to support emergency operations involving people with disabilities and Access and Functional Needs (AFN).

Each agency participating in this EOP is responsible for complying with the resource ordering protocols implemented on WebEOC and through the Emergency Management Director or the Deputy Emergency Manager as the Fremont County point of contact for ordering.

Resource Tracking

Fremont County's regular process for resource ordering, tracking, and requesting is outlined in the steps below.

1. Request is received by FC EOC Resource Support Section Lead / CRCA911 (FRECOM) Communications Center.

2. Request assigned to FC EOC Resource Support Section. (If this request cannot be filled here, then move to step 3.)

3. Request assigned to mutual aid (or other option). (If this request cannot be filled here, then move to step 4.)

4. Request assigned to the State (note that all previous steps must have been tried before sending a request to the State to fill).

Fremont County utilizes an internet-based incident and event management platform called WebEOC. WebEOC is utilized by many local jurisdictions and the state. This platform supports ICS, provides provisions for NIMS, and is compliant with both. If personnel have access to the internet and have prior authorization, they can access WebEOC to view and input information regarding resource tracking and maintain situational awareness on the incident. A single-point ordering system is utilized, and the FC EOC Resource Support Section utilizes WebEOC and the 213RR resource request form to track all resources from order to procurement to fulfillment.

If, for some reason, WebEOC is not accessible, back up forms of communication and documentation, such as email, are used. In all cases where state/federal resources are requested the 213RR resource request form must be completed and submitted to the state emergency operations center.

Resource requests that cannot be filled by Fremont County's existing inventories may be procured or purchased from private sector entities, NGOs, and/or other community partners (e.g., MAAs). The FC EOC Resource Support Section coordinates with the Finance Department to purchase and receive resources using various methods (e.g., commercial vendors, private partners, and/or county contracts).

(More detailed information on ordering resources can be found in the Fremont County Resource Mobilization Plan located in the FC OEM Directors Office.)

Specialized Resources

Fremonte County is prepared to respond to a myriad of emergencies, and, with the assistance of this plan, has prepared resources to assist with the response to these hazards. However, there may come a time that Fremonte County lacks adequate specialized resources, due to resource gaps, supply-chain issues, etc. If this occurs, Fremonte County has prepared a process

for identifying, locating, and procuring any specialized resources that are required in an emergency.

1. Specific agency/person identifies resource gap(s) and notifies the relevant agency (e.g., FC EOC Resource Support Section).

2. FC EOC Resource Support Section examines Fremont County's current MAAs, IGAs, and RRAs to identify potential sources for missing resources.

3. If an agreement specifies that a certain agency/jurisdiction/organization can address the resource gap and provide the missing resources, the appropriate actions will be taken to activate the agreement. If there is no agreement in place that can provide the missing resources, EOC Resource Support Section will then notify the State/County/other to seek assistance in identifying another location to receive the needed resources.

4. Once the resources have been identified, EOC Resource Support Section will follow the appropriate process for organizing and receiving the resources. Special approvals from officials/leadership may be needed for specialized resources. More information regarding the procurement process can be found in the FC OEM Resource Mobilization Plan, FC EOC Plan, and the Fremont County Purchasing and Procurement Contract Policy.

Resource Management Plan

The county uses WebEOC for most of its resource tracking needs, and emergency response staff are encouraged and trained to use WebEOC as their first source of information regarding needed and available resources. If an employee recognizes that there is a lack of necessary resources and the jurisdiction's capabilities have been exceeded, they will make a recommendation to their supervisor that either MAA, IGA, or RAA be activated, or emergency contracting/purchases is considered to fill the gap with resources. It is then up to the relevant supervisor of the department/office/agency that has identified the gap to notify OEM to see that gap met by the appropriate means.

These plans identify, in detail, Fremont County's available resources, where they are accessible online, and the process for requesting and using the resources during day-to-day and response operations.

(More information regarding the procurement process and use of agreements can be found in the Fremont County Resource Mobilization Plan, FC MOU and Agreements Plan, and the Fremont County Purchasing, Procurement and Contract Policies.)

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PLAN DEVELOPMENT AND MAINTEANCE

The Fremont County EOP will be reviewed, by December 31st of each year, by Fremont County Office of Emergency Management (FCOEM) and with input from local ESF leads and supporting agencies. A formal update to the EOP will occur every three years, unless multiple changes need to be made. The reviews, revisions, updates, and changes made to the Fremont County EOP and Annexes will begin with FCOEM, who will then elevate them, as needed, if signatures are required for the changes to the plan. The ongoing planning process includes the identification of resource and training needs based on AARs produced from local exercises
and events. The Fremont County Office of Emergency Management is responsible for the consideration of EOP updates after major incidents, exercises, and planned events.

Exercise and Testing of the Plan

Departments, offices, and other organizations with responsibilities identified in the EOP are responsible for ensuring that their staff is familiar with the provisions of the plan and adequately trained to carry out emergency assignments. Staff participation in periodic exercises and regular EOC training provides the best opportunities for refining plans and procedures in preparation for an actual disaster and emergency event.

Integrated Preparedness and Planning Workshop/Plan (IPPW/IPP)

FCOEM will coordinate with DHSEM Integrated Preparedness and Planning Specialist and the South All-Hazards Program Administrator to host a local IPPW with local partners, agencies, and departments. The IPPW will be seen as a preparatory step for the regular Full-Scale Exercise and will inform the development of an IPP. The IPP will also take into consideration AARs/IPs of previous exercises and actual incidents and planned events. FCOEM will also use this information to participate in the South Region IPPW held in early spring each year.

Planning and Coordination Responsibility

FC OEM is tasked with maintaining, distributing, and updating the FC EOP. Revisions to the FC EOP will be coordinated by the relevant Fremont County position (e.g., FC Director of OEM), who will also review and approve any proposed revisions to the FC EOP.

EOP Updates

Plan maintenance includes updating and revising the plan to reflect all changes, testing the plan periodically, and ensuring that all personnel remain up to date on their roles and responsibilities as outlined in the plan. If any issues emerge, situations change, gaps become apparent, and/or requirements change, the plan must be updated to reflect these and remain usable, compliant, and up to date. The FC EOP will be reviewed annually, after any tests or exercises, following any changes in requirements, and/or after actual incidents, as necessary.

EOP Reviews and Updates

This EOP is continuously monitored and evaluated for its effectiveness, and will be updated after the following:

- When lessons learned from real-world incidents are reviewed,
- When hazard risks or risk areas change,
- When alert and warning or communications systems change, and
- When governmental planning standards for the document in question are changed.

EOP Revision

The FC EOP will be revised (which involves a complete rewrite of the existing FC EOP or when substantial changes are made that result in essentially a new document) when multiple pages of the document have been updated, major portions of the document have been removed, or substantial text has been added.

Formal EOP Change

The FC EOP undergoes a formal change when portions of the document have been updated with specific changes on a limited number of pages. These types of changes will be numbered for identification, and any holders of the document will be issued the changes with a memorandum of the changes that were made. The memorandum should instruct the holder of the document on where to insert the new pages and what pages to remove from the existing FC EOP. The holder of the document should then note the changes on the "Record of Changes" page in the FC EOP. A change of this type does not alter the original document date and does not need a new signature.

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AUTHORITIES AND REFERENCES

Legal authority to create and maintain this plan, which includes Emergency Operations, Recovery, and Continuity of Government, is found the Colorado Revised Statutes Title 24, Article 33.5, Part 705 (2), which states "The office of emergency management shall create a comprehensive emergency management program that includes policies, plans, and procedure that addresses the preparation, prevention, mitigation, response,
and recovery from emergencies and disasters. The office shall prepare, maintain, and keep the program current in order to meet the needs of the state."

Fremont County BOCC Resolution 2014-32 and the Fremont County BOCC Annual Resolution identifies the authority and responsibility for the Fremont County OEM Director to conduct emergency management operations in Fremont County.

Continuity of Government/Succession of Authority

The Fremont County Continuity of Operations Plans provides the framework to establish the Continuity of Government. The purpose of continuity of operations includes the capability of maintaining the core operations and essential functions/ services of Fremont County organizations during emergency conditions. Departments and organizations accomplish this through the development of plans, procedures, and provisions for leadership succession, essential functions, alternative facilities, personnel, resources, interoperable communications, and vital records and databases.

Succession of Authority for the Board of County Commissioners, Fremont County Elected Officials, Fremont Office of Emergency Management and other Fremont County departments will be found in the Fremont County Continuity of Operations Plan (COOP)

Pre-delegated emergency authorities can be found in the Fremont County COOP

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APPENDIX A: SUPPORTING PLANS AND ANNEXES

Previous versions of this EOP listed plans, appendices, checklists, and annexes that are currently going through revision and updating or may not be aligned to current standards and best practices. Table 1 contains ESF Annexes. Table 2 contains EOP Supporting Documents, Incident and Event Annexes that are a part of emergency operations in Fremont County, along with a timeline for updates/creation, and any relevant notes.

Table 1: Fremont County EOP Emergency Support Functions (ESF) Annexes

ESF #	Name	Notes
ESF 1	Transportation	Ongoing Review
ESF 2	Communications	"
ESF 3	Public Works and Engineering	"
ESF 4	Firefighting/ Urban Search and Rescue	"
ESF 5	Emergency Management	"
ESF 6	Mass Care, Housing, Human Services	"
ESF 7	Logistics	"
ESF 8	Public Health and Medical Services	"
ESF 9	Search and Rescue	"
ESF 10	Oil and Hazardous Materials	"
ESF 11	Agricultural and Natural Resources	"
ESF 12	Energy (Public Utilities)	"
ESF 13	Public Safety	"
ESF 14	Long Term Recovery and Mitigation	"
ESF 15	External Affairs/ PIO	"

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Table 2: Fremont County EOP Supporting Incident and Event Annexes and Plans

Note: Unless labeled as "Annex," assume it is a Plan. All checklists mentioned in the previous EOP will be added to the appropriate Plan. As revisions occur, previously stand-alone Plans may be combined with other Plans or Annexes. **This list is not all inclusive.**

Name	Review and Approval	Next Review
Community Wildfire Protection Plan (CWPP)	Pending	*Pending*
Continuity of Operations/Government (COOP/COG)	Annually	*2025*
Debris Management Plan	In progress	*2025*
Hazard Mitigation Plan	In progress	*Oct.19, 2026*
Integrated Preparedness Plan (IPP)	Annually	*2025*
Recovery Plan	In progress	*2025*
South Region (TIC) Tactical Interoperable Communications Plan	In Progress	*2025*
Resource Mobilization	In progress	*2025*
Damage Assessment	In progress	*2025*
Disaster Finance	In progress	*2025*
Disaster Declarations	In Progress	*2026*
Donation/Volunteer Management	To be started	*2025*
EOC Activation/EOC Management	In progress	*2025*
Evacuation	In progress	*2025*
Lifelines	In progress	*2025*
Mass Care/Sheltering	To be started	*2026*
Pet Sheltering	Mass Care/Sheltering	*Ongoing*
Mass Casualty Incident	In Progress	*2025*
Mass Fatality	To be started	*2025*
Rapid Needs Assessment	In progress, in conjunction with Damage Assessment	*2025*
Severe Weather Response	To be started	*2025*
Wildfire	To be started	*2025*
Reentry	Evacuation	*2025*
Landslide/Localized Flooding Debris	Debris Management	*Ongoing*
Access and Functional Need	All annexes/plans	*Ongoing*

APPENDIX B: LEGAL AUTHORITIES AND REFERENCES DEFINITIONS

Colorado State Emergency Operations Plan (2023)
The purpose of this plan is to outline the general guidelines on how the State carries out its response and recovery responsibilities.

Colorado Resiliency Framework (2020)
The framework provides guiding principles around resiliency for the state. It defines the structure through which the state will support local agencies and community groups as they identify and implement their own resiliency actions.

Federal Continuity Directive (FCD) 1 and 2
Provides direction to Federal agencies for developing continuity plans and programs. FCD 1 introduces a structured approach for continuity planning to ensure the performance of essential functions during all-hazard situations. FCD 1 requires that Federal plans and operations be integrated with the continuity plans of State, local, territorial, and tribal governments, as well as private-sector owners of the Nation's critical infrastructure. FCD 2 implements the requirements of FCD 1 and provides direction and guidance to Federal Executive Branch Departments and Agencies to assist in validation of Mission Essential Functions and Primary Mission Essential Functions.

Continuity Guidance Circular (CGC) 1 and 2
Developed to assist non-Federal organizations with continuity planning. CGC 1 adapts the information provided in FCD 1 to support State, local, tribal, and territorial governments, nongovernmental organizations, and private sector entities.

National Continuity Policy (NSPD 51/HSPD 20)
Specifies the continued performance of essential Federal functions under all conditions and requires all Federal Executive Branch agencies to develop continuity capability.*42 U.S.C. §5191 Known as Robert T. Stafford Disaster Relief and Emergency Assistance Act*
Constitutes the statutory authority for most Federal disaster response activities, especially as they pertain to FEMA and FEMA programs.
"It is the intent of the Congress, by this Act, to provide an orderly and continuing means of assistance by the Federal Government to State and

local governments in carrying out their responsibilities to alleviate the suffering and damage which result from such disasters…."

PL 99-499 Superfund Amendments and Reauthorization Act - SARA Title III - Community Right to Know Act (1986

The act establishes state and local planning bodies that include a wide range of disciplines and includes businesses and private citizens. The act further establishes a process for reporting the emergency release of hazardous materials, report of qualifying quantities of chemical inventories, testing and training to response plans, and access to information on all elements of the covered items of the public.

PL 106-390 Disaster Mitigation Act of 2000 4 CFR Chapter 1 Emergency Management and Assistance (2011) as amended:

To amend the Robert T. Stafford Disaster Relief and Emergency Assistance Act to authorize a program for pre-disaster mitigation, to streamline the administration of disaster relief, to control the Federal costs of disaster assistance and other purposes.

Emergency Management Accreditation Program Standards (2022)

The *ANSI/EMAP 5-2022 Emergency Management Standard* by EMAP is the set of 73 standards by which programs that apply for EMAP accreditation are evaluated. The Emergency Management Standard is designed as a tool for continuous improvement as part of the voluntary accreditation process for local, state, federal, higher education and tribal emergency management programs.

National Disaster Recovery Framework (Updated June 2016)

The National Disaster Recovery Framework (NDRF) establishes a common platform and forum for how the whole community builds, sustains, and coordinates delivery of recovery capabilities. Resilient and sustainable recovery

encompasses more than the restoration of a community's physical structures to pre- disaster conditions. Through effective coordination of partners and resources, we can ensure the continuity of services and support to meet the needs of affected community members who have experienced the hardships

of financial, emotional, and/or physical impacts of devastating disasters.

National Planning Frameworks
The National Planning Frameworks, one for each preparedness mission area, describes how the whole community works together to achieve the National Preparedness Goal.

National Response Framework (updated 2019):
The Response Framework covers the capabilities necessary to save lives, protect property and the environment and meet basic human needs after an incident has occurred. Response activities take place immediately before, during and in the first few days after a major or catastrophic disaster. Then, recovery efforts begin to help the community get back on its feet.

National Incident Management System (updated 2013):
The National Incident Management System (NIMS) identifies concepts and principles that answer how to manage emergencies from preparedness to recovery regardless of their cause, size, location, or complexity. NIMS provides a consistent, nationwide approach and vocabulary for multiple agencies or jurisdictions to work together to build, sustain and deliver the core capabilities needed to achieve a secure and resilient nation.

NFPA (National Fire Protection Association) 1600 Standard on Disaster/Emergency Management and Business Continuity/ Continuity of Operations Programs:
A universal standard that emergency management business continuity professionals can use to prepare for disasters and ensure property protection, life safety and business continuity.

Presidential Polic) Decision Directive 5 (2003) as amended:
The purpose of this PDD is "to enhance the ability of the United States to manage domestic incidents by establishing a single, comprehensive national incident management system." The key elements that are provided by this Presidential Decision Directive include: policy provisions, tasking provisions and amendments to previous Presidential Decision Directives.

Presidential Policy Decision Directive 7 (2003) as amended:

Establishes a national policy for Federal departments and agencies to identify and prioritize critical infrastructure and to protect from terrorist attacks.

Presidential Policy Decision Directive 8 (2015) as amended:

This directive is aimed at strengthening the security and resilience of the United States through systematic preparation for the threats that pose the greatest risk to the security of the Nation, including acts of terrorism, cyber-attacks, pandemics, and catastrophic natural disasters. Our national preparedness is the shared responsibility of all levels of government, the private and nonprofit sectors, and individual citizens. Everyone can contribute to safeguarding the Nation from harm. As such, while this directive is intended to galvanize action by the Federal Government, it is also aimed at facilitating an integrated, all- of-Nation, capabilities-based approach to preparedness.

Pets Evacuation and Transportation Standards Act

On October 6, 2006, the PETS Act was signed into law, amending Section 403 of the Stafford Act. Section 403, as amended by the PETS Act, authorizes FEMA to provide rescue, care, shelter, and essential needs for individuals with household pets and service animals, and to the household pets and animals themselves following a major disaster or emergency. To qualify for Federal Emergency Management Agency funding, a city or state is required to submit a plan detailing its disaster preparedness program. The PETS Act requires that the state and local emergency preparedness authorities include how they will accommodate households with pets or service animals when presenting these plans to the FEMA.

Colorado Disaster Emergency Act

House Bill 1283, transferring responsibilities from the Division of Emergency Management and Colorado State Forest Service wildfire functions to the Department of Public Safety, was passed into law on June 4, 2012, upon signature by the Governor. This change changed the Colorado Disaster Emergency Act of 1992, which has historically been C.R.S. 24-32-2101 – 2116, to just the Colorado Disaster Emergency Act, C.R.S. 24-33.5-700 series.

24-33.5-1220 Emergency Fire Fund

This statute outlines the creation and management of the Emergency Fire Fund (EFF), which can be used for the purpose of preventing and suppressing forest and wildland fires. The fund is administered by the Division of Fire Prevention and Control.

24-33.5.1223 Sheriffs to Enforce

This statute outlines the sheriff's authorization to enforce all state forest fire laws.

24-33.5-1226. Wildfire Emergency Response Fund (WERF) - creation - wildfire preparedness fund - creation.

This statute created the Wildfire Emergency Response Fund, which is administered by the Division of Fire Prevention and Control (DFPC). The DFPC shall use the moneys in the wildfire emergency response fund to provide funding or reimbursement for:

- The first aerial tanker flight or the first hour of a firefighting helicopter to a wildfire at the request of any county sheriff, municipal fire department, or fire protection Version 1.5 Hodges 1/1/2013 101district; and
- The employment of wildfire hand crews to fight a wildfire for the first two days of a wildfire at the request of any county sheriff, municipal fire department, or fire protection district, with a preference for the use of wildfire hand crews from the inmate disaster relief program created in section 17-24-124, C.R.S.

29-22.5-103. Wildland fires - general authority and responsibilities.

This statute outlines the responsibilities of the chief of the fire department in each fire protection district and their responsibilities for the management of wildland fires that occur within the boundaries of his or her district and that are within the capability of the fire district to control or extinguish. Specifically, the statute outlines when a fire protection district may transfer duties or responsibilities to the county sheriff, and the financial considerations for such a transfer. Additionally, this statute states that the sheriff is the fire warden of the county and is responsible for the planning for, and the coordination of, efforts to suppress wildfires occurring in the unincorporated area of the county outside the boundaries of a fire protection district or that exceed the capabilities of the fire protection district to control or extinguish in accordance with the provisions of section 30-10-513, C.R.S.

4-33.5-1623 Creation of Urgent Incident Response Fund

This statue is in response to Colorado House Bill 23-1270 and went into effect on June 1, 2023. It created an urgent incident fund that contains money appropriated to the State DHSEM to reimburse state agencies and local

governments for the costs of responding to urgent incidents that do not rise to the level of disasters or emergencies. $1,000,000 was appropriated from the general fund to this fund for the state 2023-2024 fiscal year and the act requires DHSEM to establish the process for local government and state agencies to receive reimbursements. This is a new fund in 2023 and more processes will be developed.

29-22.5-104. County Wildfire Preparedness Plan.

This statute states that the sheriff of each county may develop and update as necessary a wildfire preparedness plan for the unincorporated area of the county in cooperation with any fire district with jurisdiction over such unincorporated area. The statue outlines the details of each section of the plan.

Colorado Healthy Forests and Vibrant Communities Act of 2009 23-31-312. Community wildfire protection plans - county governments - guidelines and criteria - legislative declaration – definitions.

Community wildfire protection plans, or CWPPs, are authorized and defined in section 101 of Title I of the federal "Healthy Forests Restoration Act of 2003", Pub.L. 108-148, referred to in this section as "HFRA". Title I of HFRA authorizes the secretaries of agriculture and the interior to expedite the development and implementation of hazardous fuel reduction projects on federal lands managed by the United States forest service and the bureau of land management when these agencies meet certain conditions. HFRA emphasizes the need for federal agencies to work collaboratively with local communities in developing hazardous fuel reduction projects, placing priority on treatment areas identified by the local communities themselves in a CWPP. The wildland-urban interface area is one of the identified property areas that qualify under HFRA for the use of this expedited environmental review process.

This act describes the development of CWPPs, assisting local communities in clarifying and

refining their priorities for the protection of life, property, and critical infrastructure in its wildland-urban interface area. By enacting this section, the general assembly intends to facilitate and encourage the development of CWPPs in counties with fire hazard areas in their territorial boundaries and to provide more statewide uniformity and consistency with respect to the content of CWPPs in counties needing protection against wildfires. Version 1.5 Hodges 1/1/2013 103

23-31-313. Healthy forests - vibrant communities - funds created.

This statute outlines the duties of the Colorado State Forest Service in the development and implementation of Community Wildfire Protection Plans (CWPPs). Additionally, this statute outlines how the CSFS will help communities address the urgent need to reduce wildfire risks by supporting implementation of risk mitigation treatments that focus on protecting lives, homes, and essential community infrastructure, and by improving inventory and monitoring of forest conditions, including watershed restoration and economic recovery. As part of this statute, the Healthy Forests and Vibrant Communities Fund was created in the state treasury. By executive order or proclamation, the governor may access and designate money in the healthy forests and vibrant communities fund for healthy forests and vibrant communities' activities.

32-18-109. Wildfire mitigation measures - private land – reimbursement.

This statute states that any landowner who performs wildfire mitigation measures on his or her land in a district in any year may request reimbursement from the district, in an amount not to exceed fifty percent of the landowner's direct costs of performing the wildfire mitigation measures in that year or ten thousand dollars, whichever is less. The statute outlines the provisions for these requests for reimbursement.

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EXPLANATION OF TERMS

Appendix C - Acronyms

AHJ	Agency Having Jurisdiction
AOP	Annual Fire Operating Plan
ARC	American Red Cross
ARES	Amateur Radio Emergency Services
BOCC	Board of County Commissioners
CART	County Animal Response Team
CDA	Colorado Department of Agriculture
CDOT	Colorado Department of Transportation
CDFPC	Colorado Department of Fire Prevention & Control
CDPHE	Colorado Department of Public Health & Environment
CIAC	Colorado Information and Analysis Center
C-MIST	Communication, Medical Needs, Independence, Supervision, Transportation
COSART	Colorado State Animal Response Team
CRS	Colorado Revised Statute
CSFS	Colorado State Forest Service
CSP	Colorado State Patrol
DERA	Designated Emergency Response Authority
DHSEM	Department of Homeland Security and Emergency Management
DMORT	Disaster Mortuary Operational Response Team
DOC	Departmental Operations Center
DOJ	Department of Justice

EAS	Emergency Alert System
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
ESF	Emergency Support Function
FBI	Federal Bureau of Investigation
FCDHPE	Fremont County Department of Health and Environment
FCDOT	Fremont County Department of Transportation
FCEOC	Fremont County EOC
FCEOP	Fremont County Emergency Operations Plan
FCSAR	Fremont County Search and Rescue
FCSO	Fremont County Sheriff's Office
FEMA	Federal Emergency Management Agency
GIS	Geographic Information Systems
HAZMAT	Hazardous Materials
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
IGA	Intergovernmental Agreement
IMT	Incident Management Team
JIC	Joint Information Center
JIS	Joint Information System
LOE	Lines of Efforts
MAA	Mutual Aid Agreement
MACS	Multi-Agency Coordination System

MCI   Mass Casualty Incident

MRC   Medical Reserve Corps

NGO   Non-Governmental Organization

NIMS   National Incident Management System

NRF   National Response Framework

NWS   National Weather Service

OEM   Office of Emergency Management

OIT   Office of Information Technology

PIO   Public Information Officer SAR Search and Rescue

RRA   Rural Residential Area

SEOC   State Emergency Operations Center

SEOP   State Emergency Operations Plan

SITREP   Situation Report

SOCOVOAD   Colorado Voluntary Organizations Active in Disasters

SOP   Standard Operating Procedure

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Appendix D - Definitions

Agency: A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

Agency Representative: A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

Alternate Emergency Operations Center (AEOC): An established location to evacuate to in the event that the primary EOC is not available due to natural or manmade causes.

Amateur Radio Emergency Services (ARES/AUXCOM): A group of volunteer amateur radio operators who support state and local governments with amateur radio transmission support during times of emergencies.

American Red Cross (ARC): A volunteer organization that works closely with government at all levels in planning for and providing assistance to disaster victims. The ARC operates under a Congressional charter. All of its disaster assistance is based on verified disaster-caused need and is supported by grants from donations from the American people.

Area Command (Unified Area Command): An organization established: (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met, and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at a Multi-Agency Coordination Center facility or at some location other than an incident command post.

Assessment: The evaluation and interpretation of measurements and other information to provide a basis for decision-making.

Assignments: Tasks given to resources to perform within given operational periods that are based on operational objectives defined in the TAP.

Assisting Agency: An agency or organization providing personnel, services, or other resources to the agency with direct responsibility for incident management. See also Supporting Agency.

Authority Having Jurisdiction (AHJ): State and local officials have existing broad powers to address emergency situations by virtue of the statutory authorities granted to their positions.

Branch: The organizational level having functional or geographical responsibility for major aspects of incident operations. A branch is organizationally situated between the section and the division or group in the Operations Section, and between the section and units in the Logistics Section.

Casualty: A person injured, and needing treatment, or killed because of technological or natural disaster.

Catastrophic incident: A catastrophic incident is any natural or manmade incident, including terrorism, which results in extraordinary levels of mass casualties, damage or disruption severely affecting the population, infrastructure, environment, economy, national morale and/or government functions. A catastrophic event could result in sustained impacts over a prolonged period of time. almost immediately exceeds resources normally available to local, State, tribal and private sector authorities. And significantly interrupts governmental operations and emergency services to such an extent that national security could be threatened. All catastrophic incidents are incidents of national significance.

Civil Air Patrol (CAP): An auxiliary of the U.S. Air Force that has volunteered to conduct various emergency services missions. These missions are mainly the use of light aircraft in Search and Rescue (SAR), Civil Defense (CD), wildfire spotting and disaster relief operations.

C-MIST Framework: A flexible framework built on five essential function-based needs: communication, medical needs, maintaining functional independence, supervision, and transportation (C-MIST) with the goal of addressing functional limitations and includes both people who identify as having a disability and the larger number of people who do not identify as having a disability but who have a functional limitation in hearing, seeing, walking, learning, language, and/or understanding.

Colorado Department of Homeland Security and Emergency Management (DHSEM): The agency in the Department of Public Safety, responsible for emergency management programs in the State of Colorado. It is located in Centennial and is situated in the State Multi-Agency Coordination Center (EOC), which DEM organizes and operates during emergencies or disasters.

Colorado Crime Information Center (CCIC): The computer system with terminals in most law enforcement and communications agencies in Colorado, as well as the State EOC. It is used primarily for law enforcement functions, but secondary use is as part of the warning and communications system for emergencies or disasters. It is connected to the National Crime Information Center (NCIC).

Colorado Voluntary Organizations Active in Disaster (COVOAD): A group of organizations providing voluntary assistance following an emergency or disaster.

Command Staff: In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

Command: The act of directing, ordering or controlling by virtue of explicit statutory, regulatory or delegated authority.

Continuity of Operations Plan (COOP): (Colorado Definition) All measures that may be taken to assure the continuity of essential functions of governments during or after an emergency or disaster.

Coordinate: To advance systematically an analysis and exchange of information among principals who have or may have a need-to-know certain information to carry out specific incident management responsibilities.

Damage Assessment: The appraisal or determination of the actual effects resulting from technological or natural disasters.

Deputy: A fully qualified individual who, in the absence of a superior, can be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy can act as relief for a superior and, therefore, must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff and Branch Directors.

Disaster: (Colorado Definition) The occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property, or significant adverse impact on the environment, resulting from any natural or technological hazards, or a terrorist act, including but not limited to fire, flood, earthquake, wind, storm, hazardous substance incident, water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, blight, drought, infestation, explosion, civil disturbance, or hostile military or paramilitary action.

For the purpose of State or Federal disaster declarations, the term disaster generally falls into one of two categories relative to the level of severity and impact on local and State resources, they are: major - likely to require immediate state assistance supplemented by limited federal resources, if necessary, to supplement intra-state efforts and resources. and catastrophic – will require immediate and massive State and Federal assistance in both the response and recovery aspects. Local government's adaptation of the definition of a disaster denotes an event which threatens to or actually does inflict damage to people or property, and is, or is likely to be, beyond the capability of the services, personnel, equipment and facilities of a local jurisdiction, thereby, requiring the augmentation of resources through state-directed assistance.

Dispatch: The ordered movement of a resource or resources to an assigned operational mission or an administrative move from one location to another.

Fremont County Emergency Operations Center (FCEOC): The FCEOC is the physical location where the incident management functions of Multi-Agency Coordination and Area Command are conducted. In the event of an incident such as severe weather which effects most if not all parts of the county, overall incident management may be conducted from the FCEOC. The FCEOC is also the designated coordination point for the state and federal counterparts.

Fremont County Emergency Operations Plan (Fremont County EOP): Is the guidance document for responding to major emergencies and disasters within the boundaries of Fremont County, including its political subdivisions. It is consistent with the National Incident Management System (NIMS) and State and Federal plans to ensure coordination between all levels of government. The Fremont County EOP refers to the complete plan consisting of the Basic Emergency Operations Plan (sometimes referred to as the Basic EOP), ESF Annexes, Support Annexes and the Incident Annexes. The Fremont County EOP is defined as the Local Disaster Emergency Plan as stated in Section **24-33.5-707** Colorado Revised Statues.

(Note: This section is similar to former § 24-32-2107 as it existed prior to 2012.)

Emergency: Absent a Presidentially declared emergency, any incident(s), human caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

Emergency: (Colorado Definition) A suddenly occurring and often unforeseen situation which is determined by the Governor to require state response or mitigation actions to immediately supplement local government in protecting lives and property, to provide for public health and safety, or to avert or lessen the threat of a disaster. Local government's adaptation of this definition denotes an event that threatens to, or does inflict damage to people or property, exceeds the daily routine type of response, and still can be dealt with using local internal and mutual aid resources.

Emergency Alert System (EAS): The replacement system for the Emergency Broadcast System (EBS). This system, based on the same structure as EBS, will allow local government representatives to put out local warnings and alerts from and for their geographic areas. The EAS will also allow alerts and warnings to be broadcast even if the participating radio station is unmanned after certain hours.

Emergency Operations Centers (EOCs): The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., Federal, State, regional, county, city, tribal), or some combination thereof.

Emergency Operations Plan (EOP): The local (jurisdictional) level plan for actions to be taken by government and citizens when disaster threatens or strikes. It consists of assignment of responsibilities to agencies, coordinating instructions, staffing, essential facilities, and general operations common to most major emergencies. A brief, clear and concise document description of action to be taken, or instructions to all individual and local government services concerned, stating what will be done in the event of an emergency. The plan will state the method or scheme for taking coordinated action to meet the needs of the situation. It will state the action to be taken by whom, what, when and where based on predetermined assumptions, objectives and capabilities.

Emergency Support Functions (ESF): Common types of emergency assistance that are required to coordinate and support a disaster. These common types of assistance have been grouped functionally into 15 areas. County departments or agencies in partnership with the county have been assigned responsibilities for implementing these functions. Assignments are made based upon the department's or agency's statutory, programmatic or regulatory authorities and responsibilities, or areas of specific expertise.

Evacuation: Organized, phased and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Evacuees: All persons moved or moving from disaster areas to reception areas.

Event: A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts, or sporting events.

Executive Order: A rule or order having the force of law, issued by an executive authority of a government.

Exercise: A practice/simulated response to a natural or technological disaster involving planning, preparation, and execution. It is carried out for the purpose of training and/or evaluation. Exercises can be described as seminars, workshops, tabletops, drills, games, functional exercises and full-scale exercises.

Federal Emergency Management Agency (FEMA): The federal agency responsible for the U.S. government's portion of the comprehensive emergency management program. It consists of a national office in Washington, D.C. and ten regional offices, one of which (Region VIII) is located in the Denver Federal Center in Lakewood, Colorado.

Federal: Of or pertaining to the Federal Government of the United States of America.

Federal Departments and Agencies: These executive departments are enumerated in 5 United States Code 101, together with the Department of Homeland Security. independent establishments as defined by 5 United States Code Section 104(1). government corporations as defined by 5 United States Code Section 103(1). and the United States Postal Service.

Floodplain: The lowland and relatively flat areas adjoining inland and coastal waters including, at a minimum, that area subject to a one percent or greater chance of flooding in any given year.

Function: Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics and Finance/Administration. The term function is also used when describing the activity involved, e.g., the planning function. A sixth function, Intelligence, may be established, if required, to meet incident management needs.

General Staff: A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief.

Group: Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. Groups, when activated, are located between branches and resources in the Operations Section (See Division).

Hazard: Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

Hazardous Materials (HAZMAT): Any element, compound, or combination thereof, agent, or highly reactive, and which, because of handling, storing processing, or packaging, may have detrimental effects upon operating and emergency personnel, the public, equipment and/or the environment.

Incident: An occurrence or event, natural or human-caused, which requires an emergency response to protect life or property. Incidents can include, for example, major disasters, emergencies, terrorist attacks, terrorist threats, wild land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incident Action Plan (IAP): An oral or written plan containing general objective reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide directions and important information for management of the incident during one or more operational periods.

Incident Command Post (ICP): The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.

Incident Command System (ICS): A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

Incident Commander (IC): The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

Incident Management Team (IMT): The IC and appropriate Command and General Staff personnel assigned to an incident.

Intergovernmental Agreements: These are formal agreements between two or more governmental entities to collaborate on specific projects or services. (example, counties might use IGAs to coordinate land use planning, infrastructure development, or public safety initiatives)

Integrated Public Alert & Warning System (IPAWS): The Integrated Public Alert & Warning System (IPAWS) is FEMA's national system for local alerting that provides authenticated emergency and life-saving information to the public through mobile phones using Wireless Emergency Alerts, to radio and television via the Emergency Alert System, and on the National Oceanic and Atmospheric Administration's Weather Radio.

Intelligence Officer: The intelligence officer is responsible for managing internal information, intelligence and operational security requirements supporting incident management activities. These may include information security and operational security activities, as well as the complex task of ensuring that sensitive information of all types (e.g., classified information, law enforcement sensitive information, proprietary information, or export-controlled information) is handled in a way that not only safeguards the information, but also ensures that it gets to those who need access to it to perform their missions effectively and safely.

Joint Information Center (JIC): A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.

Joint Information System (JIS): Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages. developing, recommending, and executing public information plans and strategies on behalf of the IC. advising the IC concerning public affairs issues that could affect a response effort. and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction over an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, State, or Federal boundary lines) or functional (e.g., law enforcement, public health). Liaison Officer: A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

Liaison: A form of communication for establishing and maintaining mutual understanding and cooperation.

Locality: Any statutory political subdivision including any county, city and county, city, or town and may include any other agency designated by law as a political subdivision of this state participating in the Fremont EOP.

Local Government: The elected officials of each political subdivision (counties municipalities, towns, cities, and special districts) have responsibility for reducing the vulnerability of people and property to the effects of emergencies and disasters. They should ensure that local governmental agencies are capable of efficient and responsive mobilization of resources in order to protect lives, minimize property loss, and expedite recovery efforts during an emergency or disaster. They should ensure that an emergency management office serves the jurisdiction. The Local Emergency Operations Plan should be prepared based upon a valid hazards and risk analysis.

Logistics: Providing resources and other services to support incident management.

Logistics Section: The section responsible for providing facilities, services and material support for the incident.

Major Disaster: As defined by the Robert T Stafford Disaster Relief and Emergency assistance Act, a "Major disaster means any natural catastrophe (including any hurricane, tornado, storm, high water, wind driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this Act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby." For Fremont County, a major disaster will be catastrophic incident that requires a response or mitigating action to supplement local resources in protecting lives and property as determined by the Emergency Management Director.

Mitigate: To lessen, in force or intensity.

Mitigation: The activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often informed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts and analysis of hazard related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

Mobilization: The process and procedures used by all organizations (Federal, State, local, and tribal) for activating, assembling and transporting all resources that have been requested to respond to or support an incident.

Multi-agency Coordination Entity: A multi-agency coordination entity functions within a broader multi-agency coordination system. It may establish the priorities among incidents and associated resource allocations, de-conflict agency policies, and provide strategic guidance and direction to support incident management activities.

Multi-agency Coordination Systems (MACS): Multi-agency Coordination Systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of Multi-agency Coordination Systems include facilities, equipment, emergency operation centers (EOCs), specific multi-agency coordination entities, personnel, procedures and communications. These systems assist agencies and organizations to fully integrate the subsystems of the NIMS.

Multi-jurisdictional Incident: An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

Mutual-Aid Agreement: Written agreement between agencies and/or jurisdictions that they will assist one another on request, by furnishing personnel, equipment and/or expertise in a specified manner. They ensure that resources such as personnel, equipment, and services can be shared efficiently.

National: Of a nationwide character, including the Federal, State, local, and tribal aspects of governance and polity.

National Incident Management System (NIMS): A system mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments. the private-sector and nongovernmental organizations work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles and terminology. HSPD-5 identifies these as the ICS. Multi-agency Coordination Systems. training. identification and management of resources (including systems for classifying types of resources). qualification and certification. and the collection, tracking, and reporting of incident information and incident resources.

National Response Framework (NRF): A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response and recovery plans into one all- discipline, all-hazards plan.

National Warning System (NAWAS): A communication system by the Federal Government to provide warning to the population of an attack or other national emergency. Reception is at local and state warning points.

National Weather Services (NWS): That federal government agencies charged with weather related reporting and projections.

Non-governmental Organization: An entity with an association that is based on interests of its members, individuals, or institutions and that is not created by a government but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

Operational Period: The time scheduled for executing a given set of operation actions, as specified in the Incident Action Plan. Operational periods can be of various lengths, although usually not over 24 hours.

Operations Section: The section responsible for all tactical incident operations. In ICS, it normally includes subordinate branches, divisions and/or groups

Planning Meeting: A meeting held as needed prior to and throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. For larger incidents, the planning meeting is a major element in the development of the Incident Action Plan (IAP).

Planning Section: Responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the IAP. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.

Preparedness: The range of deliberate, critical tasks and activities necessary to build, sustain and improve the operational capability to prevent, protect against, respond to and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between government and private sector and nongovernmental organizations to identify threats, determine vulnerabilities and identify required resources. Within the NIMS, preparedness is operationally focused on establishing guidelines, protocols and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.

Preparedness Organizations: The groups that provide interagency coordination for domestic incident management activities in a non-emergency context. Preparedness organizations can include all agencies with a role in incident management, for prevention, preparedness, response, or recovery activities. They represent a wide variety of committees, planning groups, and other organizations that meet and coordinate to ensure the proper level of planning, training, equipping, and other preparedness requirements within a jurisdiction or area.

Prevention: Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations. heightened inspections. Improved surveillance and security operations. investigations to determine the full nature and source of the threat. public health and agricultural surveillance and testing processes. immunizations, isolation, or quarantine. and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Private Sector: Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations (PVO).

Processes: Systems of operations that incorporate standardized procedures, methodologies and functions necessary to provide resources effectively and efficiently. These include resource typing, resource ordering and tracking, and coordination.

Public Assistance: The Federal financial assistance provided to state and local governments or to eligible private non-profit organizations for disaster-related requirements.

Public Information Officer (PIO): A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

Recovery: The development, coordination, and execution of service- and site restoration plans. the reconstitution of government operations and services. individual, private sector, non-governmental and public-assistance programs to provide housing and to promote restoration. long-term care and treatment of affected persons. Additional measures for social, political, environmental, and economic restoration. evaluation of the incident to identify lessons learned. post-incident reporting. and development of initiatives to mitigate the effects of future incidents.

Recovery Plan: A plan developed by a State, local, or tribal jurisdiction with assistance from responding Federal agencies to restore the affected area.

Resources: Personnel and major items of equipment, supplies and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

Resource Management: Efficient incident management requires a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to or recover from an incident. Resource management under the NIMS includes mutual-aid agreements. the use of special Federal, State, local, and tribal teams. and resource mobilization protocols.

Response: Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident. increased security operations. continuing investigations into nature and the source of the threat. ongoing public health and agricultural surveillance and testing processes. immunizations, isolation, or quarantine. and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

Rural Residential Area: This term typically refers to areas designated for residential use in rural settings. County governments often have specific regulations and plans for RRAs to balance development with the preservation of rural character and natural resources.

Safety Officer: A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring personnel safety.

Search and Rescue (SAR): An organized mission to locate and remove a person(s) reported as missing.

Section: The organizational level having responsibility for a major functional area of incident management, e.g., Operations, Planning, Logistics, Finance/Administration and Intelligence (if established). The section is organizationally situated between the branch and the Incident Command.

Span of Control: The number of individuals a supervisor is responsible for, usually expressed as the ratio of supervisors to individuals. (Under the NIMS, the optimal span of control for incident management is **one supervisor to five subordinates**; however, the **1:5 ratio** *is only a guideline* and effective incident management often calls for different ratios.

When a supervisor's span of control becomes unmanageable, they can assign subordinate supervisors or redistribute subordinates to manage portions of the organization in order to regain a manageable span of control. *Span of control can change* based on:

- *Type of incident*

- *Nature of the task*

- *Existing hazards and safety factors*

- *Distances between personnel and resources.*

Staging Area: Location established where resources could be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.

Standard Operating Procedures (SOP): A set of instructions having the force of a directive, covering those features of operations, which lend themselves to a definite or standardized procedure without loss of effectiveness.

State: When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See Section 6 U.S.C. 101(14), Homeland Security Act of 2002, Pub. L. 107- 296, 116 Stat. 2135 (2002).

State Emergency Operations Center (SEOC): The facility, located in the city of Centennial, from which state emergency/disaster operations are coordinated.

State Emergency Operations Plan (SEOP): The State level plan for actions to be taken by government and citizens when disaster threatens or strikes. It consists of assignment of responsibilities to State agencies, coordinating instructions, staffing, essential facilities and general operations common to most major emergencies.

Strategic: Strategic elements of incident management are characterized by continuous long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, and the setting of priorities. the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

Strategy: The general direction selected to accomplish incident objectives set by the IC.

Technical Assistance: Support provided to State, local, and tribal jurisdictions when they have the resources but lack the complete knowledge and skills needed to perform a required activity (such as mobile-home park design and hazardous material assessments).

Terrorism: The term "terrorism" means any activity that involves an act that is dangerous to human life or potentially destructive of critical infrastructure or key resources. and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States. and appears to be intended to intimidate or coerce a civilian population. to influence the policy of a government by intimidation or coercion. or to affect the conduct of a government by mass destruction, assassination, or kidnapping. See 6 U.S.C. 101 (15), Homeland security Act of 2002.

Threat: An indication of possible violence, harm or danger.

Tools: Those instruments and capabilities that allow for the professional performance of tasks, such as information systems, agreements, doctrine, capabilities and legislative authorities.

Type: A classification of resources in the ICS that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3 or 4, respectively, because of size, power, capacity, or, in the case of incident management teams, experience and qualifications.

Unified Area Command: A Unified Area Command is established when incidents under an Area Command are multi-jurisdictional. (See Area Command.)

Unified Command: An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross-political jurisdictions. Agencies work together through the designated members of the Unified Command, often the senior person from agencies and/or disciplines participating in the Unified Command, to establish a common set of objectives and strategies and a single TAP.

Unit: The organizational element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.

Urban Search and Rescue (USAR OR US&R): Urban search-and-rescue involves the location, rescue (extrication), and initial medical stabilization of victims trapped in confined spaces. Structural collapse is most often the cause of victims being trapped, but victims may also be trapped in transportation accidents, mines and collapsed trenches.

Volunteer: According to Section 16 Part 742f(c) United States Code and Section 29 Part 553.101 Code of Federal Regulations, a volunteer is any individual accepted to perform services by an agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation or receipt of compensation for services performed.

Whole Community: A concept-encompassing term that represents the "means by which residents, emergency management representatives, organizational and community leaders, and government officials can collectively understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their assets, capacities, and interests.

*** **End of Document** ***