



County of Beaver

Pennsylvania

Beaver County Commissioners

Daniel C. Camp III, Chairman

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Beaver County Emergency Services

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Emergency Operations Plan

Basic Plan

January 2022

EXECUTIVE SUMMARY

The Beaver County Emergency Operations Plan (EOP) establishes the framework to ensure that Beaver County will be adequately prepared to deal with multiple hazards threatening the lives and property of Beaver County. The EOP outlines the responsibilities and coordination mechanisms of Beaver County, non-governmental, and private agencies in an emergency or disaster.

The EOP also coordinate response and recovery activities with voluntary organizations active in disasters and the business community. The plan unifies the efforts of these groups for a comprehensive approach to reducing the effects of an emergency or disaster.

Multi-hazards emergency management acknowledges that most disasters and emergencies are best managed as a cycle consisting of five phases: prevention, preparedness, response, recovery, and mitigation. The Plan addresses these five phases and parallels state activities outlined in the Commonwealth of Pennsylvania EOP, federal activities set forth in the National Response Framework (NRF), and describes how county, state, and national resources will be coordinated to supplement local response and recovery capability. It follows the principles of the National Incident Management System (NIMS) as specified by the United States Department of Homeland Security (USDHS), and follows a format similar to the NRF.

Beaver County's Emergency Operations Plan is organized as followed:

- **Emergency Operations Plan:** This plan sets forth the policies and guidelines for Beaver County, and identifies the responsibilities to prepare for, mitigate against, respond to, and recover from "All-Hazards," natural or human-caused, that Beaver County would face. This Emergency Operations Plan (EOP) also identified the Emergency Operations Center (EOC) and discusses the concept of operations, as well as, the command and control structure based on the National Incident Management System's Incident Command System (NIMS ICS) when the EOC is activated as part of a Multi-Agency Coordination System. The EOC supports and coordinates the field operations based on NIMS ICS and this EOP describes how the support functions fit into the system.
- **Emergency Support Function (ESF) Annexes:** Set forth concepts of operations, identify responsible agencies, and describe missions or responsibilities that apply to various areas of hazard response and recovery. The ESF Annex also identifies the role of various support agencies in support of the lead agency representative(s) staffing the EOC.
- **Operations Section Branches (OSB) Annex:** Set forth concepts of operations, identify responsible agencies, and describe missions or responsibilities that apply to various areas of hazard response and recovery. The OSB DEBR also identifies the role of various support agencies in support of the lead agency representative(S) staffing the EOC.

The guidelines contained in the EOP are intentionally general in nature. Each department or agency mentioned in the plan shall develop implementing instructions (Standard Operating Procedures [SOP], checklists, etc.) to ensure accomplishment of those responsibilities assigned in the plan.

In those cases where the assigned responsibilities require a plan of their own, a separate, stand-alone plan will be developed. These plans will not be published herein, but may be referred to in the body of this plan.

Some information in this EOP is considered sensitive and restricted. That information has been placed in the annexes, leaving the basic plan available for distribution to all audiences. This basic plan includes procedures to ensure that sensitive information contained in the annexes is protected.

PROMULGATION

THIS PLAN IS PROMULGATED AS THE BEAVER COUNTY EMERGENCY OPERATIONS PLAN. THIS PLAN IS DESIGNED TO COMPLY WITH ALL APPLICABLE STATE AND COUNTY REGULATIONS AND PROVIDES THE POLICIES AND PROCEDURES TO BE FOLLOWED IN DEALING WITH NATURAL OR HUMAN CAUSED EVENTS OR DISASTERS.

THIS PLAN SUPERSEDES ALL PREVIOUS PLANS.

PROMULGATED THIS _____ DAY OF _____,

Beaver County
Board of Commissioners

Chief Clerk/Administrator

Commissioner Chairman

(Official Seal of Beaver County)

Commissioner

Emergency Management Coordinator

Commissioner

RESOLUTION #:

**A RESOLUTION APPROVING THE BEAVER COUNTY OPERATIONS PLAN
DATED _____**

WHEREAS, pursuant to the requirements of the Pennsylvania Emergency Management Services Code, (35 Pa. C.S. §7101 et seq., as amended) to have an Emergency Disaster Plan for Beaver County; and

WHEREAS, the Plan is to consist of a basic plan, which describes principles and doctrines; a Notification and Resource Manual, which provides listings and means of contracting and needed resources; and a series of functional checks lists which provide detail for the accomplishment of the specifics of the operation; and

WHEREAS, the scope of said plan must include all activities in the entire Emergency Management Cycle, including prevention, preparedness, response, and recovery phases; and

WHEREAS, there is attached hereto, made a part hereof and marked "Exhibit A," the Emergency Operations Plan (EOP) for Beaver County Dated _____; and

WHEREAS, the Plan is acceptable to all response organizations acting for or on behalf of the government or citizens of Beaver County, Pennsylvania.

NOW, THEREFORE, BE IT RESOLVED and it is hereby resolved by the Board of Commissioners of Beaver County that Beaver County approves the Emergency Operations Plan for Beaver County, Pennsylvania, dates _____, prepared by the Beaver County Emergency Management Director, which is attached hereto, made a part hereof and marked "Exhibit A."

RESOLVED this _____ day of _____.

**Beaver County
Board of Commissioners**

Commissioner Chairman

Chief Clerk/Administrator

Commissioner

(Official Seal of Beaver County)

Commissioner

Emergency Management Coordinator

RESOLUTION #:

DESIGNATION OF THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) AS THE BASIC FOR ALL INCIDENT MANAGEMENT IN BEAVER COUNTY, PENNSYLVANIA

WHEREAS, the President of Homeland Security Directive (HSPD)-5 directed the Security of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach for Federal, State, local, and triable governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity;

WHEREAS, the collective input from all Federal, State, local, and triable homeland security partners has been, and will continue to be vital to the development, effective implementation and utilization of a comprehensive NIMS;

WHEREAS, it is necessary and desirable that all Federal, State, local, and triable emergency agencies and personnel coordinate their efforts to effectively and efficiently provide the highest level of incident management;

WHEREAS, to facilitate the most efficient and effective incident management it is critical that Federal, State, local, and triable organizations utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualifications standards, uniform standards for planning, training, and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters;

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the ability of Beaver County to utilize federal funding to enhance local and state agency readiness, maintain first responder safety, and streamline incident management processes;

WHEREAS, the Incident Command System components of NIMS are already an integral part of the carious incident management activities throughout Beaver County, including current emergency management training programs; and

WHEREAS, the National Committee on Terrorist Attacks (9-11 Commission) recommended the adoption of a standardized Incident Command System.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners in Beaver County, Pennsylvania, hat the National Incident Management System (NIMS) is designated as the standard for incident management for Beaver County. **RESOLVED** _____ day of _____

Commissioner Chairman

Commissioner

Commissioner

Chief Clerk/Administrator

(Official Seal of Beaver County)

Emergency Management Coordinator

DISTRIBUTION LIST

The following external agencies have received copies of this Plan via electronic submission.

COPY #	ORGANIZATION	INDIVIDUAL RECEIVING COPY	DATE
1	Office of the Commissioners		
2	Sheriff's Office		
3	PEMA Western Office		
4			
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BEAVER COUNTY, PENNSYLVANIA

EMERGENCY OPERATIONS PLAN

RECEIPT FORM

TO: Beaver County Emergency Services
351 14th Street
Ambridge, PA 15003

SUBJECT: Beaver County Emergency
Operations Plan Dated:

Date Received: _____

Received by: _____

Title: _____

Organization: _____

Number of Copies: _____

Copy Number(s): _____

E-mail PDF , Hard Copy , or, Compact Disk (circle one)

Printed

Signature

Executive Summary
 Certification of Review
 Record of Changes
 Promulgation
 Resolution – Approving the Beaver County Emergency Operations Plan
 Resolution – Designation of NIMS as the Basic for All Incident Management in Beaver County, PA
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 Emergency Operations Plan Receipt
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RELATED SUPPORTING DOCUMENTS (PUBLISHED SEPERATELY)

- A. Beaver County Mass Casualty Plan
- B. Beaver County Mass Fatality Plan
- C. Beaver County Radiological Response Annex
- D. Beaver County Hazard Mitigation Plan
- E. Beaver County Distribution Management Plan

I. PURPOSE AND SCOPE

A. Purpose:

1. The purpose of the Beaver County Emergency Operations Plan is to prescribe those activities to be taken by Beaver County government and officials to coordinate activities, provide support to the municipalities and interface with the Pennsylvania Emergency Management Agency (PEMA) for the purpose of protecting the lives and property of the citizens in the event of a natural, technological emergency, terrorism event or disaster. The EOP serves to satisfy the requirements of the Pennsylvania Emergency Management Services Code, (35 PA C.S.), Section 7101 et seq., as amended. This plan is designated as an "All-Hazards" plan in scope. The plan consists of: a Basic Plan, which describes principles and doctrine; a Notification and Resource Manual, which provides listings and means of contacting local and needed resources; and a series of functional checklists which provide detail for the accomplishment of the specifics of the operation.

B. Scope:

1. The plan will apply to all emergencies that require county-level response and occur within the geographic boundaries of Beaver County and to the use of Beaver County emergency response assets for response to emergencies in other counties and jurisdictions. The plan is applicable to all assets of county government and supporting emergency response organizations within Beaver County.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. **County Location and Description:** Beaver County is located in the South Western portion of Pennsylvania and encompasses a land area of 435 square miles. According to the 2016 Census of the United States, the population of the county is 169,785 (2016 Census). The county seat of Beaver is located in the center portion of the county. Approximately 210.3 square miles of the county is forest, 106.5 square miles is agriculture, 1 square miles is considered rural and 86.5 square miles is urban. There are 668.3 miles of state and federal highways and 850.3 miles of secondary and municipal roads in the county. Beaver County is comprised of 54 municipalities and 14 School Districts.
2. **Beaver County Capabilities and Resources:** Beaver County operates a 9-1-1 Center and an Emergency Operations Center (EOC). The 9-1-1 Center and the EOC have listings of resources available from county, Local Municipals and County assets. Beaver County is a member of Region 13 Task Force. Beaver County also has numerous mutual aid agreements with surrounding counties.
3. **County Hazard Vulnerability:** Beaver County is subject to a variety of hazards. According to the Beaver County Hazard Vulnerability Analysis (HVA), the most likely and damaging of these are:

- a. Flood, flash flood, and ice jam
- b. Winter Storm
- c. Tornadoes and Windstorms
- d. Environmental Hazards (e.g., hazardous materials spills)
- e. Nuclear Incident
- f. Transportation Accidents
- g. Drought
- h. Pandemic
- i. Utility Interruption

This HMP also includes hazard profiles for the following hazards (listed in order of risk factor analysis ranking):

- a. Dam Failure
- b. Urban Fire and Explosions
- c. Radon Exposure
- d. Landslide
- e. Levy Failure
- f. Terrorism, Criminal Activity, or Civil Disturbance
- g. Earthquake

B. Assumptions:

1. A major disaster, emergency or terrorism event can cause numerous fatalities and injuries, property loss and disruption of normal life, and will have an impact on the regional economic, physical and social infrastructures.
2. The extent of casualties and damage will reflect factors such as the time of occurrence, severity of impact, weather conditions, population density,
3. Building construction and the possibility of secondary events such as fires, explosions, structural collapse, contamination issues, loss of critical infrastructure and floods.
4. A major disaster or emergency will overwhelm the capabilities of the local municipal governments along with their emergency response agencies.
5. Beaver County will coordinate and support the activities of multiple political subdivisions in accordance with the provisions of the Pennsylvania Emergency Management Services Code. The County Emergency Management Agency may need to respond on short notice to provide timely and effective assistance.

6. Using the tiered response system, the resources and capabilities of the regional counter terrorism task force will be requested by the county to provide additional coordination and support activities in accordance with The Counter Terrorism Planning, Preparedness and Response Act (Act 2002-227).
7. Upon a determination that resource requests exceed or may exceed resources that may be obtained through existing mutual aid agreements Beaver County will request assistance from the Pennsylvania Emergency Management Agency (PEMA).
8. The occurrence of a major disaster, as defined in the Stafford Act, may result in the Declaration of a Disaster Emergency by the Governor. Depending upon the severity of the event, the Governor may request a Declaration of Emergency or Major Disaster from the President of the United States of America, or a Declaration of Economic Emergency from the Administrator of the Small Business Administration.

III. CONCEPT OF OPERATIONS

A. General:

1. The Beaver County Commissioners are responsible for the protection of the lives and property of the citizens. They exercise primary supervision and control over the four phases (prevention, preparedness, response, and recovery) of emergency management activities within Beaver County.
2. This plan embraces an “all-hazards” principle: that most emergency response functions are similar, regardless of the hazard. The EMC will mobilize resources and personnel as required by the emergency situation.
3. NIMS: All emergency response within the county will follow the National Incident Management System (NIMS) that has been specified by the U.S. Department of Homeland Security. This includes, but is not limited to:
 - a. The utilization of the Incident Command System (ICS) as defined in NIMS for command and control.
 - b. The Incident Commander (IC) at the incident site will be trained according to NIMS requirements. In like manner, the EOC staff will also be trained to NIMS requirements.
 - c. The Incident Command System (ICS) should have:
 - 1) A manageable span of control (3 to 7 staff; optimum is 5)
 - 2) Personnel accountability (each person reports to only one person in the chain of command); and
 - 3) Functional positions staffed only when needed (responsibilities for any positions that are not staffed remain with the next higher filled position)

4. Phasing: For most disasters, emergencies and terrorism related, local responders will handle the incident. Beaver County may be called upon to provide supplemental assistance and coordination whenever the consequences of a disaster or emergency exceed local capabilities and as identified within the Pennsylvania Emergency Management Code (Pa. C.S. 35 Sections 7101–7701). If the disaster, emergency or terrorism incident exceeds the capabilities of the county, the regional counter terrorism task force will be requested to provide assistance. The regional counter terrorism task force can provide assistance in the form of specialized response teams. Additionally, the State (PEMA) will be requested to provide assistance. If needed, the state can mobilize an array of resources including specialized response teams, support personnel and specialized equipment to support disaster or emergency affairs.

B. Plan Activation

1. The Basic Emergency Operations Plan provides the framework for the response and recovery efforts for all-hazards incident. This plan is designed to be flexible to meet the needs of every incident. Additional hazard specific plans will complement but not override this plan.
2. The Director of the Department of Emergency Services, or designee, is the single point of contact to serve as the coordinator for Beaver County’s incident management system and is responsible for activating this plan. This plan can be activated at any time as needed to support the actual or anticipated response and recovery efforts of a disaster. After plan activation, the personnel supporting this plan will work with municipal, county, regional, state, private sector, and other emergency management partners to coordinate the response and recovery efforts.

C. Intergovernmental Assistance:

1. Beaver County EMC and elected officials have developed mutual aid agreements with adjacent Counties for reciprocal emergency assistance as needed. Additionally, as provided for in Act 2002-227 (The Counter Terrorism Planning, Preparedness and Response Act), the County is a member of a fourteen county Regional Task Force (Region 13) and may obtain assistance in the form of specialized support teams, materials and equipment. Adjacent Counties and other governments will render assistance in accordance with the provisions of intergovernmental support agreements in place at the time of the emergency. The provisions of the Regional Counter Terrorism Task Force Plan, Beaver County EOP and the associated mutual aid agreements will also apply.
 - a. Request for unmet needs will be forwarded to the state EOC through the PEMA Western Area Office.

D. Mitigation

1. Activities designed to reduce or eliminate risks to person or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures implemented prior to, during, or after an incident are intended to prevent the

occurrence of an emergency, reduce the county's vulnerability and/or minimize the adverse impact of disasters or emergencies. A preventable measure, for instance, is the enforcement of building codes to minimize such situation. More detailed information can be found in the Beaver County Hazard Mitigation Plan.

E. Preparedness

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

F. Response

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

G. Recovery

1. Once an incident has begun it is important to start planning for the recovery efforts. The recovery period will last significantly longer than an event will last. ESF#14 – Long Term Recovery and Mitigation will initiate the planning of the recovery efforts as soon as possible after the beginning of the event. Depending on the scale of the event, the recovery efforts will be managed by Beaver County Emergency Services. Once response activities are in progress, the focus will be shifted to damage assessment which will drive the recovery efforts. Beaver County Emergency Services will coordinate the damage assessment report process and collecting damage assessments from the municipal Emergency Management Coordinators (EMCs). The total of the damages sustained within the county will be passed up to the state to allow damage assessments to be compiled across the state.

H. Direction, Control, Coordination and Support

1. National Incident Management System: Beaver County Emergency Operations/Response Plan, employs a multi-agency operational structure that uses the Incident Management System based upon the National Incident Management System. (NIMS)
2. Beaver County Elected Officials are responsible for the protection of the lives and property of the citizens, and they exercise ultimate control of the phases of emergency management as well as emergency activities within the county.

3. The Director of Emergency Services acts as the County Emergency Management Coordinator (EMC) and may act on behalf of the Beaver County Board of Commissioners. An Emergency Operations Center (EOC) has been identified and is operational 24 hours per day, seven days per week, through the 9-1-1 Operations Center. The EOC may be expanded beyond the 9-1-1 Operations Center during an emergency by the Beaver County Board of Commissioners, the EMC, or designee.
4. This plan embraces an “all-hazards” principle: that most emergency response functions are similar, regardless of the hazard. The County EMC will mobilize functions and personnel as required.
5. The initial Incident Commander (IC) at an incident site will be from the service having primary jurisdiction (fire, police, emergency medical service, etc.). If the line of jurisdiction becomes unclear, a Unified Command (UC) should be formed. The IC/UC will coordinate with the respective municipal EMCs and supporting agencies.
6. Whenever possible, emergency response by the county government will follow the Incident Management System (IMS). When called upon for assistance/coordination, the county emergency management agency will interface with the local/municipal emergency management agency. Consistent with the Pennsylvania Emergency Management Services Code, when two or more political subdivisions within a county are affected, the county organization shall exercise responsibility for coordination and support to the area of operations. When two or more counties are involved, coordination shall be by PEMA or by the appropriate PEMA regional organization.
7. The EOC will support the efforts of the on-site IC/UC through the 15 Emergency Support Functions (ESFs) outlined below in **Table 1**. The complete detail of the ESF’s duties are detailed in the ESF support Annexes.

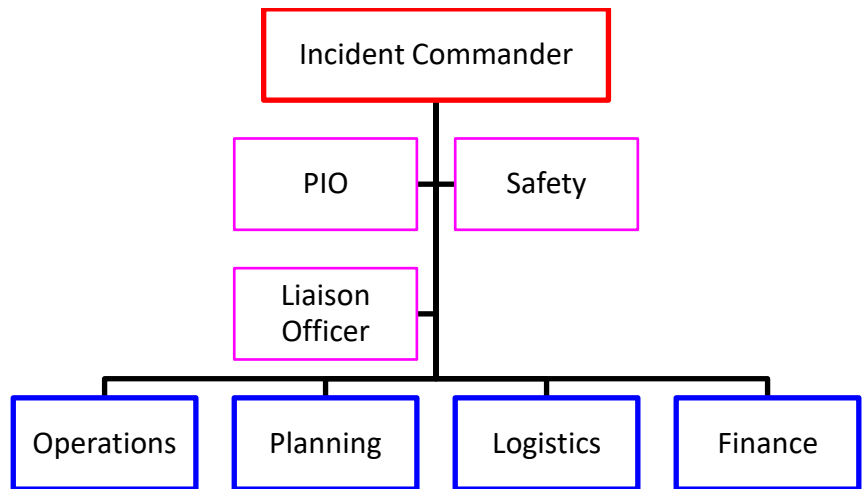


Illustration 1 – Local Incident Management

- a. The Incident Commander (IC) at an incident site will be from fire, police, emergency medical services or emergency management, dependent upon the nature and phase of the incident. The local IC will coordinate with the respective municipal emergency management coordinator. When local conditions are such that the emergency/disaster event exceeds the local capabilities and/or local resources, the municipal emergency management coordinator (EMC) or others may contact the county emergency management agency to request assistance.
- b. The National Incident Management System (NIMS) structure includes the categories of Command, Operations, Planning, Logistics and Finance along with command staff including Public Information, Safety and Liaison. The IMS structure delineated herein is consistent with the NIMS and the Pennsylvania Fire Academy training programs.
- c. A suggested NIMS county EOC configuration is presented as Illustration 2, which is located on the next page.
- d. The EOC Manager in the EOC will NOT assume command of those resources on-scene. The EOC will support the efforts of the on-site IC/UC.

County EOC Organization

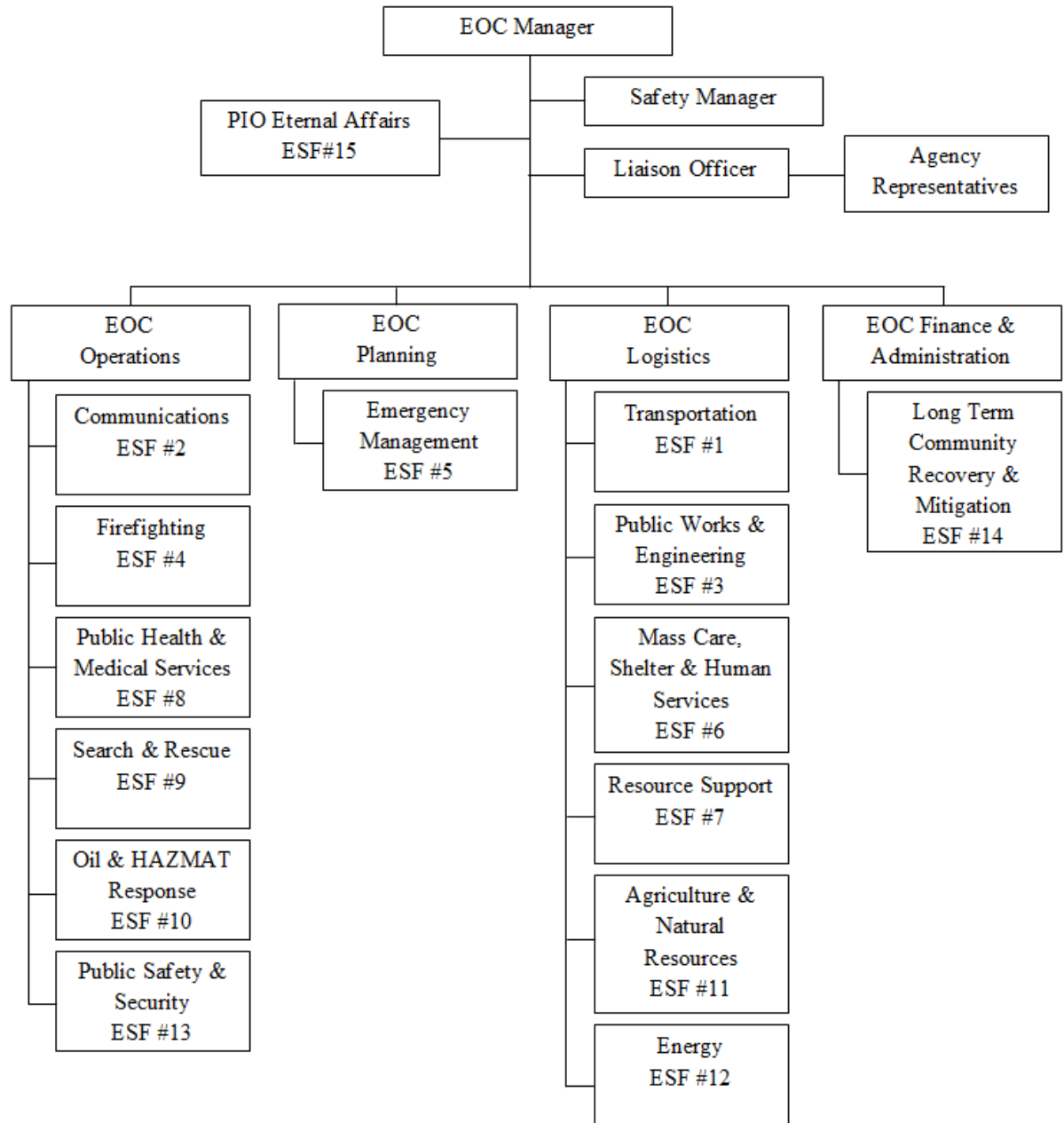


Table 1 – Emergency Support Functions

ESF	FUNCTION	PRINCIPAL DUTY
1	Transportation	Provide/control transportation resources and infrastructure.
2	Communications	Provide/maintain telecommunications and Information Technology (IT) resources.
3	Public Works & Engineering	Provide engineering and heavy equipment support.
4	Firefighting	Suppress fires and assist local firefighting efforts.
5	Emergency Management	Coordinate countywide emergency response functions; collect/share/analyze/disseminate information; track resources; arrange for the reception and distribution of goods; coordinate debris management.
6	Mass Care, Emergency Assistance, Shelter & Human Services	Coordinate shelter and feeding operations.
7	Logistics Management & Resource Support	Provide equipment and supplies
8	Public Health & Medical Services	Coordinate medical care, public and crisis counseling and mortuary services.
9	Search & Rescue	Coordinate search and rescue missions including: urban, wilderness and underground
10	Oil & Hazardous Materials Response	Respond/assist in incidents involving release of petroleum or other hazardous materials that may harm humans or the environment.
11	Agriculture & Natural Resources	Provide bulk food supplies; monitor animal feed and food production facilities and the health of livestock and food crops; coordinate animal safety/sheltering, protect natural, cultural and historic resources.
12	Energy	Maintain and restore the supply of energy.
13	Public Safety & Security	Provide Physical security for citizens and their property: suppress criminal activity.

14	Long Term Community	Protect and restore human services, infrastructure and business environment in the disaster areas.
15	External Affairs	Provide information to the public through direct means and through the public media. Manage Rumor Control and community outreach.

8. The Beaver County EMC will monitor local events through media outlets, internet sites, the county 9-1-1 center, reports from PEMA or the National Weather Service or other sources. Based on impending events, the EOC Manager will consider a partial or full activation of the EOC
9. When the County EMC receives notice of a potential emergency from the Pennsylvania Emergency Management Agency (PEMA), the County 9-1-1 Center or from the National Weather Service (NWS) watches and warnings, an activation of the EOC can be considered.
10. Concurrent Implementation of Other Emergency Plans
 - a. If the incident involves concurrent implementation of multiple response plans at various levels, the Pennsylvania Emergency Management Agency (PEMA) shall serve to coordinate to the maximum extent practical to ensure effective actions.
 - b. An incident involving hazardous substances, weapons of mass destruction or other lethal agents, a nuclear power plant incident or high hazard dam emergency may involve "Incident Specific" response activity (Counter Terrorism Plan, SARA Plan, Radiological Emergency Response Plan, High Hazard Dam Plan, etc.). Incident Specific Plans are maintained under a separate cover.
11. Integration of Response, Recovery and Mitigation Actions
 - a. Following a disaster, immediate response operations to save lives, protect property and to protect the environment must be met. Recovery actions will be coordinated and based upon availability of resources.
 - b. Mitigation opportunities will be considered throughout disaster operations.

Table 2 – Levels of EOC Activation

Phase	Event	Scope	Examples
LEVEL IV	Normal Operations, routine, localized events with relatively minor damages	9-1-1 Center monitoring the situation, EMA on call	
LEVEL III	Threats that require situational awareness, planning or possible county-level response	Beaver County EMA staff reports to the EOC or incident site to monitor needs for county or out of county resources	
LEVEL II	Threats that require increased situational awareness, coordination or damage assessment	Partial mobilization of EOC Staff, & ESFs as required.	
LEVEL I	Catastrophic damage involving the entire county or neighboring counties	Full mobilization of EOC Staff with all available ESFs	

12. Activation of the Beaver County Emergency Operations Center (EOC):

- a. The EOC Manager will determine which ESFs are needed in the EOC. The EOC Manager will contact the required ESFs.
- b. Activation of the EOC may be phased in four levels, with Level IV being normal operations and Level I involving a maximum effort on the part of County EMA and both paid and volunteer staff.

I. Continuity of Operations Planning (COOP):

The County Continuity of Operations Plan (published as a separate, related plan) contains procedures to ensure that county government continues to provide services to the citizens.

Lines of succession specify replacements for principal elected officials should the incumbents be unable to perform the responsibilities of their office. The line of succession should be at least

three deep, (i.e.: it should specify at least two replacements for principal officials).

1. Emergency Authority: The Beaver County Commissioners have authority, under emergency conditions, to:
 - a. Declare a state of emergency;
 - b. Proclaim and enforce curfews;
 - c. Permit local government personnel and property to be used outside of the jurisdiction, but within the county, unless inter-county agreements exist with neighboring counties;
 - d. Shut down nonessential government operations; and
 - e. Issue emergency executive orders, proclamations, and regulations that have the full force and effect of law in coordination with State authorities.
2. An Alternate EOC (AEOC) that has the basic minimum capabilities of the EOC has been designated. Beaver County maintains a current list of resources with contact information.
3. Vital Records Safeguarding: Each county elected official and department/agency is responsible for identifying, selecting and protecting vital records, both paper and automated, that are essential for continued public well-being.
4. Local Municipalities: The Municipal Line of succession appears in the Local Municipal EOP.

IV. RESPONSIBILITIES:

ESF responsibilities in this plan mirror those in the national Response Framework and state Emergency Operations Plan. As listed below, they are broken into the Prevention and Preparedness Phases (before the disaster strikes) and the Response and Recovery Phases (after the disaster.)

A. ESF Responsibilities:

Each ESF will be assigned a “Coordinating” Agency and at least one “Primary” and one “Support” agency. In those cases where more than one agency has primary jurisdiction over functions within an ESF, a “coordinating agency” is designated from among them. Where there is only one agency with primary jurisdiction, that agency is also the coordinating agency.

1. Coordinating Agencies: The Coordinating Agency provides expertise and management for the designated function, especially during pre-disaster phases. It will coordinate the actions of all agencies assigned to the ESF.

2. Primary Agencies: The “Primary Agency” will support the mission of the ESF and the coordinating agency by applying its authority or jurisdiction over (portions of) the ESF.
3. Support Agencies: “Support Agencies” provide support for the mission by providing resources and accomplishing missions assigned by the primary agency.

B. Command Staff:

1. Elected Officials
 - a. Prevention and Preparedness Phases:
 - 1) Responsible for establishing a county emergency management organization;
 - 2) Provide for continuity of operations;
 - 3) Establish lines of succession for key positions;
 - 4) Prepare and maintain this EOP in consonance with the State Emergency Operations Plan;
 - 5) Establish, equip and staff an EOC, and
 - 6) Recommend for appointment by the governor an EMC who may act on their behalf, if necessary.
 - b. Response and Recovery Phases:
 - 1) Issue Protective Action Recommendations (PAR) (to evacuate or to shelter in place) as needed;
 - 2) Issue declarations of disaster emergency if the situation warrants; and
 - 3) Apply for federal post-disaster funds, as available.
2. Emergency Management Coordinator
 - a. Prevention and Preparedness Phases:
 - 1) Prepare and maintain an EOP for the county subject to the direction of the elected officials, review and update as required;
 - 2) Maintain coordination with the local municipal EMA as well as PEMA, and provide prompt information in emergencies, as available;
 - 3) Identify hazards and vulnerabilities that may affect the county or its political subdivisions in coordination with the municipal EMAs;
 - 4) Identify resources within the County that can be used to respond to a major emergency or disaster situation and request needed resources from PEMA;
 - 5) Recruit, develop, train and maintain personnel to staff the EOC and for other disaster needs;
 - 6) Attend training and workshops provided by PEMA and other sources to maintain proficiency and currency in emergency management and emergency response planning and procedures; and

- 7) Serve on the executive committee of the Regional Task Force.
- b. Response and Recovery Phases:
- 1) Maintain emergency response checklists appropriate for the emergency needs and resources of the community;
 - 2) Mobilize the EOC and act as or designate the EOC Manager (command function) within the EOC during an emergency;
 - 3) Make recommendations to the elected officials regarding PAR;
 - 4) Compile cost figures for the conduct of emergency operations above normal operating costs;
 - 5) Ensure IDR information is collected and forwarded to PEMA;
 - 6) Decide whether an Initial Damage Assessment is warranted and ensure that results are forwarded to PEMA; and,
 - 7) Prepare for Joint Preliminary Damage Assessment teams, if needed.
3. External Affairs (ESF #15)
- a. Prevention and Preparedness Phases:
- 1) Advise elected officials and the County EMC about Public Information activities;
 - 2) Work with local EMAs to develop and maintain a list of diverse cultural sub-communities, with points of contact and of advocacy groups for special needs populations;
 - 3) Develop and maintain the checklist for the Public Information function; and
 - 4) Assist in the development, review and maintenance of the EOP.
- b. Response and Recovery Phases:
- 1) Respond to the EOC, the field, or Joint Information Center as needed;
 - 2) Advise elected officials and the County EOC Manager/EMC about Public Information activities;
 - 3) Coordinate the activities of the JIC; and
 - 4) Develop and release emergency public information before, during and after an emergency.
4. County Department Heads/County Agency Directors
- a. Prevention and Preparedness Phases:
- 1) Provide staff support and resources;
 - 2) Assist in the development and maintenance of the EOP; and
 - 3) Develop, review and approve the EOC checklists specific to their agency.
- b. Response and Recovery Phases:

- 1) Respond to the EOC or the field, as needed; and
 - 2) Provide guidance, direction and authority to agency/department personnel who support the EOC.
5. Liaison Officers
- a. Prevention and Preparedness Phases:
 - 1) Identify agencies and other organizations that may be needed during disaster response; and
 - 2) Prepare to integrate agency representatives into the EOC.
 - b. Response and Recovery Phases:
 - 1) Respond to the EOC or the field, as needed;
 - 2) Work with agency representatives to the EOC; and
 - 3) Establish communications with affected local municipalities and with other agencies that are affected by the emergency.
6. Agency Representatives (from PEMA, PSP, Penn DOT, National Guard, Schools, local municipalities, etc.)
- a. Prevention and Preparedness Phases
 - 1) Work with county EMA to identify resources that may be available from their organization.
 - b. Response and Recovery Phases:
 - 1) Respond to the EOC or the field, as needed;
 - 2) Serve as the liaison between their respective agencies and the county EOC;
 - 3) Serve as members of ESF Branches if needed;
 - 4) Interface with their respective agencies to request/coordinate resources; and
 - 5) Advise elected officials through the EOC Manager.
7. Safety Officer
- a. Prevention and Preparedness Phases:
 - 1) Identifies, monitors and assesses hazardous and unsafe situations;
 - 2) Develop measures to ensure personnel safety; and
 - 3) Correct unsafe acts or conditions as warranted.

b. Response and Recovery Phases:

- 1) Identifies, monitors and assesses hazardous and unsafe situations;
- 2) Develop measures to ensure personnel safety;
- 3) Correct unsafe acts or conditions;
- 4) Stop or prevent unsafe acts when immediate action is warranted;
- 5) Attend planning meetings to advise on safety matters;
- 6) Investigate accidents and prepare accident report, and
- 7) Incorporate lessons learned during emergencies or exercises into the existing plan and procedures.

C. Operations Section:

1. EOC Operations Section Chief

a. Response and Recovery Phases:

- 1) Serve as the coordinator of all activities within the Operations Section;
- 2) Function as the interface between the Operations Section and Command;
- 3) Ensure that all personnel operating within the Operations Section receive up to date information regarding the situation and the event;
- 4) Solicit periodic update briefings from the individual staff of the Operations functions; and
- 5) Provide periodic updates and briefings to Command.

2. Communications (ESF #2)

a. Prevention and Preparedness Phases:

- 1) Develop and maintain the checklist for the Communications function;
- 2) Assist in the development, review and maintenance of the EOP;
- 3) Train staff members on the operation of communications systems; and
- 4) Ensure ability to communicate among the County EOC, field operations and the local municipal EMAs.

b. Response and Recovery Phases:

- 1) Respond to the EOC or the field,, as needed;
- 2) Assist with notification of key staff;
- 3) Train staff members on the operation of communications systems;
- 4) Ensure ability to communicate among the County EOC, field operations and the local municipal EMAs; and
- 5) Advise the EOC chain of command about Communications activities.

3. Firefighting (ESF #4)

a. Prevention and Preparedness Phases:

- 1) Develop and maintain the checklist for the Firefighting function; and
- 2) Assist in the development, review and maintenance of the EOP.

b. Response and Recovery Phases:

- 1) Respond to the EOC or the field, as needed
- 2) Coordinate fire services activities;
- 3) Coordinate route alerting of the public;
- 4) Assist, as appropriate, with evacuation of affected citizens, especially those who are institutionalized, immobilized or injured;
- 5) Coordinate the emergency shutdown of light and power; the provision of emergency lights and power generations;
- 6) Assist schools with evacuation, if they decide to do so; and
- 7) Advise the EOC chain of command about fire and rescue activities.

4. Public Health and Medical Services (ESF #8)

a. Prevention and Preparedness Phases:

- 1) Develop and maintain the checklist for the Health/Medical Services function;
- 2) Maintain a listing of hearing and visually impaired, handicapped and other special needs residents, based upon input received from the local EMAs, county service providers and other advocacy groups;
- 3) Coordinate emergency medical activities within the County;
- 4) In conjunction with the Pennsylvania Department of Health and its Strategic National Stockpile (SNJ) program, plan for, staff and train workers for Points of Dispensing (PODs) for the emergency distribution of vaccines and medication in case of bioterrorism or epidemic; and
- 5) Assist in the development, review and maintenance of the EOP.

b. Response and Recovery Phases:

- 1) Respond to the EOC or the field, as needed;
- 2) Coordinate specialized transportation if evacuation or relocation becomes necessary for hospitals, nursing homes, day care and adult care facilities;
- 3) Coordinate medical services as needed to support shelter operations;
- 4) Assist as appropriate search and rescue operations;
- 5) Execute mortuary services in accordance with the Coroner's plan;
- 6) Coordinate provision of inoculations for the prevention of disease; and
- 7) Advise the EOC chain of command about Health/Medical Services activities.

5. Search and Rescue (SAR) (ESF #9):

- a. Prevention and Preparedness Phases:
 - 1) Develop and maintain the checklist for the Search and Rescue (SAR) functions;
 - 2) Assist in the development, review and maintenance of the EOP;
 - 3) Maintain a list of all SAR/US&R teams and resources available to the county; and,
 - 4) Advise elected officials and the EOC Manager about SAR incidents and activities.

- b. Response and Recovery Phases:
 - 1) Respond to the EOC or the field, as needed;
 - 2) Maintain a list of all SAR/US&R teams and resources available to the county;
 - 3) Coordinate search and rescue activities within the county;
 - 4) Interface with the State US&R representative;
 - 5) Refer to PA Department of Environmental Protection, Bureau of Deep Mine Safety for assistance with Underground Search and Rescue; Regional Task Force and PEMA for assistance in identifying swift-water rescue teams;
 - 6) Serve as an information resource regarding SAR incidents;
 - 7) Assist as appropriate SAR/US&R components; and
 - 8) Advise the EOC chain of command about SAR incidents and activities.

6. Oil and Hazardous Materials (ESF #10):

- a. Prevention and Preparedness Phases:
 - 1) Develop and maintain the checklist for the hazardous materials function;
 - 2) Assist in the development, review and maintenance of the EOP; and
 - 3) Maintain a listing of SARA Sites within the County along with facility emergency plans based upon input received from the facilities and municipal EMAs.

- b. Response and Recovery Phases:
 - 1) Respond to the EOC or the field, as needed;
 - 2) Maintain a listing of SARA Sites within the County along with facility emergency plans based upon input received from the facilities and municipal EMAs;
 - 3) Coordinate hazardous materials activities within the County;
 - 4) Interface with the State Certified – County hazardous materials team;
 - 5) Notify and Coordinate with the Department of Environmental Protection (DEP) as required;

- 6) Serve as an information resource regarding hazardous materials incidents;
- 7) Coordinate decontamination and monitoring of affected citizens and emergency workers after exposure to chemical or radiological hazard;
- 8) Assist as appropriate with hazardous materials operations; and
- 9) Advise the EOC chain of command about hazardous materials incidents and activities.

7. Public Safety and Security (ESF #13):

a. Prevention and Preparedness Phases:

- 1) Develop and maintain the checklist for the law Enforcement/Police Services function; and
- 2) Assist in the development, review and maintenance of the EOP.

b. Response and Recovery Phases:

- 1) Respond to the EOC or the field, as needed;
- 2) Coordinate security and law enforcement services;
- 3) Establish security and protection of critical facilities, including the EOC;
- 4) Coordinate traffic and access control in and around affected areas;
- 5) Assist as appropriate with route alerting and notification of threatened populations;
- 6) Assist as appropriate with the evacuation of affected citizens, especially those who are institutionalized, immobilized or injured;
- 7) Coordinate the installation of emergency signs and other traffic movement devices;
- 8) Assist as appropriate in search and rescue operations;
- 9) Assist schools in evacuation or shelter in place, if they decide to do so; and
- 10) Advise the EOC chain of command about law Enforcement/Police Services operations.

D. Planning Section:

1. EOC Planning Section Chief:

a. Response and Recovery Phases:

- 1) Serve as the coordinator of all activities categorized under the Planning Section;
- 2) Function as the interface between the Planning Section and Command;
- 3) Ensure that all personnel operating within the Planning Section receive up to date information regarding the situation and the event;
- 4) Solicit periodic update briefings from the individual staff of the Planning function;

- 5) Design and implement programs/procedures to increase situational awareness among all EOC workers;
 - 6) Incorporate GIS to provide graphical representations of the extent of the emergency and to provide information on affected facilities;
 - 7) Assist the incident manager with long-range planning; and
 - 8) Provide periodic updates and briefings to Command.
2. Emergency Management (ESF #5):
- a. Prevention and Preparedness Phases:
 - 1) Develop and maintain the checklist for the Emergency Management function; and
 - 2) Assist in the development, review and maintenance of the EOP.
 - b. Response and Recovery Phases:
 - 1) Collect, evaluate and provide information about the incident;
 - 2) Determine status of resources;
 - 3) Establish information requirements and reporting schedules;
 - 4) Supervise preparation of an Incident Action Plan;
 - 5) Assemble information on alternative strategies;
 - 6) Advise the EOC chain of command about the incident and anticipated events or consequences;
 - 7) Consolidate damage information received from political subdivisions on the Initial Damage Report (IDR) (see Blank Forms, Section IV) and forward that information to PEMA; and,
 - 8) Provide information about the incident to elected officials, other ESFs and other agencies in the EOC,

E. Logistics Section:

- 1. EOC Logistics Section Chief:
 - a. Response and Recovery Phases:
 - 1) Serve as the coordinator of all activities categorized under the Logistics Section;
 - 2) Function as the interface between the Logistics Section and Command;
 - 3) Ensure that all personnel operating within the Logistics Section receive up to date information regarding the situation and the event;
 - 4) Solicit periodic update briefings from the individual staff of the Logistics functions; and
 - 5) Provide periodic updates and briefings to Command.
- 2. Transportation (ESF #1):

- a. Prevention and Preparedness Phases:
 - 1) Develop and maintain the checklist for the Transportation Services function;
 - 2) Assist in the development, review and maintenance of the EOP;
 - 3) Maintain a listing of Transportation Resources and contact information including capacities in the County; and
 - 4) Develop and maintain a list of transportation-dependent citizens in the county.

- b. Response and Recovery Phases:
 - 1) Respond to the EOC or the field, as needed;
 - 2) Maintain a listing of Transportation Resources and contact information including capacities in the County;
 - 3) Coordinate the supply of transportation resources within the County during an emergency; and
 - 4) Advise the EOC chain of command about transportation-related activities.

- 3. Public Works and Engineering (ESF #3):
 - a. Prevention and Preparedness Phases:
 - 1) Develop and maintain the checklist for the Public Works function;
 - 2) Assist in the development, review and maintenance of the EOP; and
 - 3) Maintain a listing of Public Works assets and resources.

 - b. Response and Recovery Phases:
 - 1) Respond to the EOC or the field, as needed;
 - 2) Maintain a listing of Public Works assets and resources;
 - 3) Serve as a liaison between municipal public works and the County;
 - 4) Coordinate the assignment of Public Works resources;
 - 5) Provide information on water, sewerage, road construction and repair, engineering, building inspection and maintenance;
 - 6) Coordinate debris management; and
 - 7) Advise the EOC chain of command about Public Works and Engineering activities.

- 4. Mass Care, Emergency Assistance, Shelter and Human Services (ESF #6):
 - a. Prevention and Preparedness Phases:
 - 1) Develop and maintain the checklist for the Mass Care/Shelter Services function;
 - 2) Assist in the development, review and maintenance of the EOP; and

- 3) Maintain a listing of Mass Care-Shelter facilities including capacities in the County.
- b. Response and Recovery Phases:
- 1) Respond to the EOC or the field, as needed;
 - 2) Monitor status of mass Care-Shelter facilities including capacities in the County;
 - 3) Coordinate with American Red Cross and other appropriate agencies;
 - 4) Coordinate Mass Care-Shelter provisions within the County during an emergency;
 - 5) Coordinate with ESF #1 (Transportation) and ESF #7 (Resource Management) regarding evacuation issues; and
 - 6) Advise the EOC chain of command about Mass Care, Evacuation and Shelter activities.
5. Logistics Management and Resource Support (ESF #7):
- a. Prevention and Preparedness Phases:
- 1) Develop and maintain the checklist for the Resource function;
 - 2) Assist in the development, review and maintenance of the EOP;
 - 3) Maintain a listing of resources with contact information; and
 - 4) Develop procedures for rapidly ordering supplies and equipment and to track their delivery and use.
- b. Response and Recovery Phases:
- 1) Respond to the EOC or the field, as needed;
 - 2) Maintain a listing of resources with contact information;
 - 3) Coordinate the provision of materials, services and facilities in support of the emergency;
 - 4) Coordinate the establishment of and operation of Customer Support Centers to hand out emergency water and supplies to victims; and
 - 5) Advise the EOC chain of command about resource acquisition activities within the County.
6. Agriculture and Natural Resources (ESF #11):
- a. Prevention and Preparedness Phases:
- 1) Develop and maintain the checklist for the Animal and Natural Resources function;
 - 2) Assist in the development, review and maintenance of the EOP;
 - 3) Work with County Animal Response Team, and other volunteer and municipal resources to provide for the welfare of production and domestic animals; and

- 4) Maintain a listing of food and animal care and control assets within the county.

b. Response and Recovery Phases:

- 1) Respond to the EOC or the field, as needed;
- 2) Maintain a listing of food and animal care and control assets within the county;
- 3) Serve as a liaison between the County and the food community;
- 4) Serve as a liaison between the County EMA and the Extension office;
- 5) Coordinate the dissemination of information and supplies to the food and animal care and control community within the County;
- 6) Coordinate the distribution of food to emergency workers and disaster victims;
- 7) In coordination with ESF #6, provide for shelters for household pets and service animals; and
- 8) Advise the EOC chain of command regarding food and animal care and control issues.

7. Energy (ESF #12):

a. Prevention and Preparedness Phases:

- 1) Develop and maintain the checklist for the energy function;
- 2) Assist in the development, review and maintenance of the EOP; and
- 3) Maintain a listing of energy and utility assets within the County.

b. Response and Recovery Phases:

- 1) Respond to the EOC or the field, as needed;
- 2) Maintain a listing of energy and utility assets within the County;
- 3) Serve as a liaison between the County and the energy suppliers;
- 4) Coordinate the dissemination of information to the energy suppliers within the County;
- 5) Assist the County EMC (EOC Manager) and elected officials in administering the fuel set-aside program (if implemented); and
- 6) Advise the EOC chain of command regarding energy utility issues.

F. Finance and Administration Section:

1. EOC Finance and Administration Section Chief:

a. Response and Recovery Phases:

- 1) Serve as the coordinator of all activities categorized under the Finance and Administration Section;

- 2) Function as the interface between the Finance and Administration Section and Command;
- 3) Ensure that all personnel operating within the Section receive up to date information regarding the situation and the event;
- 4) Solicit periodic update briefings from the individual staff of the Finance and Administration functions; and
- 5) Provide periodic updates and briefings to Command.

2. Finance:

a. Prevention and Preparedness Phases:

- 1) Develop and maintain the checklist for the Finance function; and
- 2) Assist in the development, review and maintenance of the EOP.

b. Response and Recovery Phases:

- 1) Maintain oversight of all financial, cost and reimbursement activities associated with the emergency;
- 2) Track costs and personnel time records;
- 3) Administer the financial aspects of the emergency/disaster according to County policies and procedures;
- 4) Following the declaration of an emergency by the County Elected Officials, or the Governor, initiate emergency purchasing/acquisition procedures;
- 5) Serve as an interface with the Pennsylvania Emergency Management Agency (PEMA) and the Federal Emergency Management Agency (FEMA) regarding recovery operations;
- 6) Advise the EOC chain of command regarding the financial aspects and implications of the event; and
- 7) Consolidate equipment and personnel costs incurred by political subdivisions.

3. Administration:

a. Prevention and Preparedness Phases:

- 1) Develop and maintain the checklist for the Administration function; and
- 2) Assist in the development, review and maintenance of the EOP.

b. Response and Recovery Phases:

- 1) Maintain oversight of all administrative activities associated with the emergency;
- 2) Ensure that all functional areas receive administrative support as appropriate;

- 3) Provide support to the financial element with regard to documentation, verifications and related matters; and
 - 4) Advise the EOC chain of command regarding the administrative aspects and implications of the event.
4. Long Term Community Recovery (ESF #14):
- a. Prevention and Preparedness Phases:
 - 1) Develop and maintain the checklist for the recovery function;
 - 2) Identify the membership of the Long Term Recovery Committee;
 - 3) Assist in the development, review and maintenance of the EOP; and
 - 4) Identify and train members of the County Damage Assessment Team.
 - b. Response and Recovery Phases:
 - 1) Respond to the EOC or the field, as needed;
 - 2) Collect, compile and report information and data, as appropriate;
 - 3) Coordinate damage assessment activities;
 - 4) Coordinate the activation of and meetings of the County Long Term Recovery Committee;
 - 5) Designate and assist with operation of Disaster Recovery Centers;
 - 6) Serve as a liaison with state disaster recovery personnel; and
 - 7) Coordinate with ESF#15 to disseminate recovery information to disaster victims and the general public; and
 - 8) Advise the EOC chain of command regarding recovery programs and needs.

V. EOC ADMINISTRATION AND LOGISTICS

A. Administration

- 1. County and Municipal Reports:
 - a. Municipal government will submit situation reports, requests for assistance and damage assessment reports to Beaver County EMA.
 - b. Beaver County EMA will forward reports and requests for assistance to the appropriate PEMA regional office.
 - c. Municipal and County governments will utilize pre-established bookkeeping and accounting methods to track and maintain records of expenditures and obligations.
 - d. Narrative and written log-type records of response actions will be kept by Beaver County and municipal emergency management agencies. The logs and records will form the basis for status reports to PEMA.

- e. Beaver County EMA will request reports from other agencies, relief organizations and nongovernmental organizations when deemed appropriate.
- f. Beaver County EMA will make reports to PEMA, generally within one hour. Reports will be constructed in accordance with PEMA requirements; namely, the Pennsylvania Emergency Incident Reporting System (PEIRS).

B. Logistics:

- 1. Coordination of Unmet Needs:
 - a. When municipal resources are overwhelmed, the county Emergency Management Agency (EMA) is available to coordinate assistance and satisfy unmet needs. If the county requires additional assistance, it will call on mutual aid from adjacent counties, its Regional Task Force (Region 13), or from the Pennsylvania Emergency Management Agency (PEMA). PEMA will turn to the Federal Emergency Management Agency (FEMA) for assistance in dealing with a major disaster or emergency that threatens to exceed the capabilities and resources of the Commonwealth.

VI. TRAINING AND EXERCISES

A. Training Authority:

- 1. For training purposes and exercises, the EMC may activate this plan as required to evaluate and maintain the readiness posture of County agencies.

B. Exercise Requirements:

- 1. To provide practical, controlled operations experience for those who have EOC responsibilities, the EMC will activate this plan at least annually in the form of a simulated emergency exercise. Additionally, regardless of actual events, County all-hazards exercise will be conducted every two years. Further, the EMC and EMA staff will participate annually in a PEMA-directed weather exercise.

C. Training Policy:

- 1. Public Officials:
 - a. Response and Recovery Training:
 - 1) A training program will be provided to County and municipal officials, emergency management coordinator, EOC staffs and emergency

services personnel (police, fire and EMS) on the procedures and policies for a coordinated response and recovery to a disaster emergency.

b. Professional Development:

- 1) Training will be provided to municipal EMCs and staffs in skills and techniques of writing plans, professional development skills and national security issues related to municipal emergency preparedness. A minimum of four sessions per year will be given.

c. Radiological Protection:

- 1) County/Municipal personnel will be trained in radiological protection systems to enhance county/municipal emergency preparedness.

d. Damage Assessment:

- 1) Annual training will be conducted in damage assessment procedures for county/municipal damage assessment teams.

2. Emergency Services and Other Responding Agencies:

- a. Exercises, as indicated above, will be used as a training technique for public officials, county emergency staff and emergency services personnel who are assigned emergency responsibilities in this plan. EMA staff officers responsible for functional annexes are charged with ensuring skills training for personnel who implement the provisions of their respective annexes.

3. State and Federal Training:

- a. EMA staff will participate in State and Federal training programs as prescribed internally and by PEMA.

D. After Action Reports

1. An after action report that incorporates comments from all participants will be prepared.
 - a. After every activation of the EOC; and
 - b. After every exercise of the EOC.

2. All After Action Reports (AAR) must include a Corrective Action Plan or Improvement Plan and the corrective actions are to be incorporated into this plan as well as other plans and implementing instructions.

VII. PLAN DEVELOPMENT, MAINTENANCE AND DISTRIBUTION

A. Development and Maintenance Responsibilities:

1. Beaver County EMC will coordinate development and maintenance of the plan. Writing, review and update of specific portions of the plan will be accomplished by those staff members/agencies with the best knowledge of the subject matter.
2. Based upon legislation, regulation or PEMA directive, incident-specific annexes require an annual review. All other plan components will be reviewed and updated at least biennially.
3. Whenever portions of this plan are implemented in an emergency event or exercise, a review will be conducted to determine necessary changes.
4. Whether or not used in an actual event, a review of each section of the plan will be conducted at least annually, and a written report will be provided to the EMC indicating concurrence or recommended changes.
5. This plan will be executed upon order of the County Commissioners or their authorized representative.

B. Distribution:

1. This plan and its supporting material are controlled documents. Portions of this plan, by their very nature, are not considered to be available to the general public. Distribution is based upon a regulatory or functional "need to know" basis.
2. Copies of this plan are distributed according to an approved list (Appendix 4).
3. A "Receipt Form," including the copy number, will be used to document those copies of the plan and changes reach the proper users. Forms will be maintained on file by the EMC.
4. Controlled copies of revisions will be distributed to all plan holders.
5. Revisions or changes are documented on the "Record of Changes".

APPENDICES:

- Appendix 1 - Authority and References
- Appendix 2 - Terms and Definitions
- Appendix 3 - County Organizational Chart
- Appendix 4 - Plan Distribution and Receipt Form
 - Enclosure 1 – EOP Distribution List
 - Enclosure 2 – Receipt Form
- Appendix 5 - Map of the County

APPENDIX 1

AUTHORITY AND REFERENCES

- A. The authority of this Plan and county emergency management programs comes from the Pennsylvania Emergency management Services Code and the Counterterrorism Planning, Preparedness and Response Act (Dec. 16, 2002, P.L. 1967, No. 227 35).
- B. References:
 - 1. Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. §§ 5121 et, seq., as amended)
 - 2. Emergency Management Services Code (35 Pa. C.S.A. §§ 7107-7707, as amended)
 - 3. The Pennsylvania Right-to-Know Law (65 P.S. §67.101, et seq.)
 - 4. Homeland Security Presidential Directives / HSPD-5 – February 28, 2003 and HSPD-8 – December 17, 2003, as amended
 - 5. Pennsylvania Emergency Management Agency, “Commonwealth of Pennsylvania Enhanced All-Hazard Mitigation Plan” (Section 1.3 – Risk Assessment, October, 2007)
 - 6. Commonwealth of Pennsylvania, State Emergency Operations Plan (February, 2015)
 - 7. Title III, Superfund Amendments and Reauthorization Act (SARA), October 17, 1986, Section 301-305, 311 and 312.
 - 8. Beaver County, Hazard Vulnerability Analysis, 2016.
 - 9. Beaver County Ordinance dated _____ that created the county Emergency Management Office.

10. The Post-Katrina Emergency Management Reform Act of 2006 (6 U.S.C § 7101 et seq.)
11. Pets Evacuation and Transportation Standards Act of 2006 (PL 109-308)
12. US Small Business Administration (13 CFR Part 123)
13. Homeland Security Exercise Evaluation Program
14. Pennsylvania Emergency Management Agency, “Pennsylvania Evacuation Planning and Implementation Guidebook” April, 2006
15. Constitution of the Commonwealth of Pennsylvania, as amended
16. Comprehensive Environmental Response, Compensation and liability Act of 1980 (CERCLA or Superfund), (42 U.S.C. Chapter 103, as amended)
17. Counter-Terrorism Planning, Preparedness and Response Act (Pa. C.S.A. §§ 2140.101 – 2410.303 (Act 227 of 2002) as amended)
18. Hazardous Material Emergency Planning and Response Act (35 Pa. C.S.A. §§ 6022.101 – 6022.307 (Act 165 of 1990) as amended)
19. Radiation Protection Act (35 Pa. C.S.A. 7100.101 – 71103.703 (Act 147 of 1984) as amended)

APPENDIX 2

LISTING OF ACRONYMS USED AND DEFINITIONS

It is the nature of emergency services to strive for operational efficiencies by shortening the terms that are used. However, using acronyms can lead to confusion, especially for those who do not work in that area on a regular basis. The following is a list of those acronyms that are used in this plan. The authors acknowledge that this is not a comprehensive list of all acronyms used in emergency services. In those cases where conflicts arose, the plan will use the more prevalent acronym, and spell out the other term (e.g.: Preliminary Damage Assessment and Pennsylvania Department of Aging will be spelled out, because Pennsylvania Department of Agriculture is the most commonly used in this plan for the letter “PDA”). Similarly, if one term has more than one acronym, the authors selected one for the sake of consistency.

A. ACRONYMS

- AAR** – After Action Review
- ACP** – Access Control Point
- ALS** – Advanced Life Support
- AM** – Amplitude Modulation
- ARC** – American Red Cross
- ARES** – Amateur Radio Emergency Services
- AT** – Advanced Team
- RBP** – Bureau of Radiological Protection
- CAP** – Civil Air Patrol
- CART** – County Animal Rescue Team
- CBRNE** – Chemical, Biological, Radiological, Nuclear, Explosive
- CCP** – Crisis Counseling Program
- CDC** – Centers for Disease Control
- CENIC** – Commonwealth Emergency News and Information Center (replaced by JIC)
- CERT** – Community Emergency Response Team
- CFR** – Code of the Federal Regulations
- CHEMTREC** – Chemical Transportation Emergency Center

CISM – Critical Incident Stress Management

CLEAN – Commonwealth Law Enforcement Assistance Network

COG – Continuity of Government

COOP – Continuity of Operations Planning

CPGs – Civil Preparedness Guides

DCED – Department of Community and Economic Development

DCNR – Department of Conservation and Natural Resources

DCORT – Disaster Crisis Outreach Team

DEP – Department of Environmental Protection

DFO – Disaster Field Office

DHHS – U.S. Department of Health and Human Services

DHS – U.S. Department of Homeland Security; Pennsylvania Department of Human Services

DMAT – Disaster Medical Assistance Teams

DMORT – Disaster Mortuary Teams

DMVA – Department of Military and Veterans Affairs

DOC – Department of Corrections

DOD – U.S. Department of Defense

DOH – Department of Health

DOJ – U.S. Department of Justice

DRC – Disaster Recovery Center

EAN – Emergency Action Notification

EAS – Emergency Alerting System

EHS – Extremely Hazardous Substance

EMA – Emergency Management Agency

EMAC – Emergency Management Assistance Compact

EMC – Emergency Management Coordinator

EMS – Emergency Medical Services

EOC – Emergency Operations Center

EOD – Explosive Ordnance Disposal

EOP – Emergency Operations Plan

EPA – U.S. Environmental Protection Agency

EPC – Emergency Processing Center

EPI – Emergency Public Information

EPLO – Emergency Preparedness Liaison Officer

ESF – Emergency Support Function

F – Fahrenheit

FBI – Federal Bureau of Investigation

FCC – Federal Communication Commission

FCO – Federal Coordinating Officer

FDA – U.S. Food and Drug Administration

FEMA – Federal Emergency Management Agency

FM – Frequency Modulation

FHA – Farmers Home Administration

FNAES – Federal National Messaging System

FNARS – Federal National Radio System

FIG – Fort Indiantown Gap

GAR – Governor’s Authorized Representative

GIS – Geographic Information System

HBG – Harrisburg

HF – High Frequencies

HIT – Hazardous Information Transmission System

HVA – Hazards Vulnerability Analysis

IC – Incident Commander

ICS – Incident Command System

IDR – Initial Damage Report

IFGP – Individual and Family Grant Program

IFLOWS – Integrated Flood Observation and Warning System

IM – Incident Manager

IMT – Incident Management Team

IST – Incident Support Team

ITBs – Information Technology Bulletins

JFO – Joint Field Office

JIC – Joint Information Center

K-9 – Police Dog

KCIT – Keystone Crisis Intervention Teams

LEPC – Local Emergency Planning Committee

LIHEAP – Low Income Heating Energy Assistance Program

LNO – Liaison Officer

LPA – Local Public Agencies

LRTF – Local Recovery Task Force

LTRC – Long Term Recovery Committee

MH – Mental Health

MOU – Memorandum of Understanding

MH/MR – Mental Health/Mental Retardation

MSDS – Material Data Safety Sheet

MTF – Medical Treatment Facility

NAWAS – National Warning System

NDMS – National Disaster Medical System

NG – National Guard

NIMS – National Incident Management System

NOAA – National Oceanic and Atmospheric Administration

NRC – National Response Center

NRF – National Response Framework

NRT – National Response Team

NUREG – Nuclear Regulations

NWC – National Warning Center

NWS – National Weather Service

OMHSAS – Office of Mental Health and Substance Abuse Services

OSHA – Occupational Safety and Health Administration

OVA – Governor’s Office of the Victim’s Advocate

PANG – Pennsylvania Air National Guard

PACIC – Pennsylvania Criminal Intelligence Center

PA TF-1 – Pennsylvania Task Force One

PANET – Pennsylvania Telephone Network

PASART – Pennsylvania State Animal Rescue Team

PDA – Pennsylvania Department of Agriculture

PEHSC – Pennsylvania Emergency Health Services Council

PEIRS – Pennsylvania Emergency Incident Reporting System

PEMA – Pennsylvania Emergency Management Agency

PENN*LINK – Department of Education Communication System

PennDot – Pennsylvania Department of Transportation

PENNTAP – Pennsylvania Technical Assistance Program

PENNVEST – Pennsylvania Infrastructure Investment Authority

PHMC – Pennsylvania Historical and Museum Commission

PIO – Public Information Officer

PPNT – Pennsylvania Public Television Network

PSBC – Pennsylvania Small Business Development Center

PSP – Pennsylvania State Police

PSTN – Public Switched Telephone Network

PTAP – Pennsylvania Technical Assistance Program

RACES – Radio Amateur Civil Emergency Services

RAST – Rapid Assessment and Support Team

RCTTF – Regional Counterterrorism Task Force (original term for RTF, see below)

RRCC – Regional Response Coordination Center

RTF – Regional Task Force

S&R – Search and Rescue

SARA Title III – Title III of the Federal Superfund Amendments and Reauthorization Act of 1986

SARDA – State and Regional Disaster Airlift

SBA – U.S. Small Business Administration

SC – Search and Rescue Coordinator

SCI – State Correctional Institution

SCO – State Coordinating Officer

SEOC – State Emergency Operations Center

SEOP – State Emergency Operations Plan

SEVAN – State Emergency Voice Alerting Network

SMC – Search and Rescue Mission Coordinator

SOP – Standard Operating Procedure

SR-A – State Relay-A

SRTF – State Recovery Task Force

TCP – Traffic Control Point

TTD – Telecommunications Device for the Deaf

UCS – Unified Command System

UHF – Ultra High Frequencies

US&R – Urban Search and Rescue Task Force

USAR – U.S. Army Reserve

USDA – U.S. Department of Agriculture

VA – U.S. Department of Veterans Affairs

VHF – Very High Frequencies

VOAD – Voluntary Organizations Active in Disaster

B. DEFINITIONS

Activate - To start or place into action an activity or system.

Agency Representative – An individual assigned to an incident from an assisting or cooperating agency that has been delegated authority to make decisions on matters affecting the agency's participation in the incident. Agency representatives will report to the liaison officer or to the incident commander/EOC Manager in the absence of a Liaison Officer.

All-Hazards – The spectrum of all types of hazards including accidents; technological events; natural disasters; terrorist attacks; warfare, including chemical and biological; pandemic or other biological emergencies, nuclear or explosive events.

ARES – Amateur Radio Disaster Services (formerly Amateur Radio Emergency Services)

Congregate Household Pet Shelter – Any private or public facility that provides refuge to rescued household pets and the household pets of shelterees in response to a disaster or emergency.,

Continuity of Operations Planning (COOP) - Planning to ensure that essential services continue during, or as soon as possible after a disaster or emergency vent. In the public sector, COOP includes activities referred to as COG (Continuity of Government.)

Coordination - Arranging in order, activities of equal importance to harmonize in a common effort. (For use in context with this document: authorizing and/or providing for coordination of activities relating to emergency disaster prevention, preparedness, response and recovery by State, local governments and Federal agencies.)

Critical Incident Stress Management (CISM) – A system of peer counselors who provide emergency counseling for emergency responders

Coordination – Arranging, in order, activities of equal importance to harmonize in a common effort. (For use in context of this document: authorizing and/or providing for coordination of activities

relating to emergency disaster prevention, preparedness, response and recovery by State, Local governments, and Federal agencies.)

County Damage Assessment – (also called **Initial Damage Assessment**) – A damage assessment, conducted by the county damage assessment team(s), that uses PEMA-developed procedures to assign a damage category to emergency-caused damages.

Deploy - To move to the assigned location in order to start operations.

Natural Disaster - Any hurricane, tornado, storm, flood, high water, wind driven water, tidal wave, earthquake, landslide, mudslide, snowstorm, drought, fire, explosion or other catastrophe which results in substantial damage to property, hardship, suffering or possible loss of life.

Human-Caused Disaster - Any industrial, nuclear or transportation accident, explosion, conflagration, power failure, natural resource shortage or other condition, including enemy action, weapons of mass destruction or overt paramilitary actions, or other acts such as sabotage resulting from human-made causes. This includes oil spills and other injurious environmental contamination which threatens or causes substantial damage to property, human suffering, hardship or loss of life.

Disaster Emergency - Those conditions which upon investigation may be found, actually or likely to affect seriously the safety, health or welfare of a substantial number of citizens of the county or preclude the operation or use of essential public facilities. A disaster should be of such magnitude or severity as to render essential state supplementation of county efforts or resources.

Decontamination – The process of making any individual, object or area safe for unprotected personnel; the process of rendering any chemical or biological agents harmless; or the process of removing chemical or radiation agents.

Emergency Alert System (EAS) – A voluntary program of the broadcast industry which allows the use of its facilities to transmit emergency information to the public as prescribed by the

President, the Governor of the Commonwealth or authorized state, or municipal officials (check Annex E).

Emergency Management - The judicious planning, assignment and coordination of all available resources in an integrated program of prevention, mitigation, preparedness, response and recovery for emergencies of all kinds, whether from human-caused or natural occurrences.

Emergency Services – The preparation for and the carrying out of functions, other than those for which military forces are primarily responsible, to prevent, minimize and provide emergency repair of injury and damage resulting from disaster, together with all other activities necessary or incidental to the preparation for and carrying out of those functions. The functions include, without limitation, firefighting services, police services, medical and health services, rescue, engineering, disaster warning services, communications, radiological, shelter, chemical and other special weapons defense, evacuation of persons from stricken areas, emergency welfare services, emergency transportation, emergency resources management, existing or properly assigned functions of plant protection, temporary restoration of public utility services and other functions related to civilian protection.

Emergency Management Coordinator (EMC) – Official appointed to coordinate the entire spectrum of emergency activities in a political subdivision

Emergency Medical Services (EMS) – The services utilized in responding to the needs of an individual for immediate medical care to prevent loss of life or aggravation of physiological or psychological illness or injury

Emergency Support Function (ESF) Coordinating Agency – The department/agency responsible for ensuring that the various departments/agencies and individuals assigned responsibilities for accomplishment of an ESF operate in an efficient and effective fashion to alleviate a suffering and mitigate the effects of a disaster.

Evacuation – Evacuation is a protective action—moving people from a place of danger to a place of relative safety. During an emergency, spontaneous evacuations involve a temporary mass movement of people that collectively emerges in coping with community threats, damages or disruptions.

Explosive Ordnance Disposal (EOD) – A specialized component of the US military tasked with the retrieval and disposal of military ordnance. Also available to assist civilian authorities in life threatening situations dealing with other explosive devices.

Extremely Hazardous Substance (EHS) – A substance identified by the Environmental Protection Agency (EPA) as extremely hazardous and meeting reporting requirements under the Superfund Amendments Reauthorization Act (SARA). Extremely hazardous substances are listed in 40 CFR Part 233 and in the EPA published “List of Lists.”

Facility – All buildings, equipment, structures and other stationary items which are located on a single site or on contiguous or adjacent sites and which are owned or operated by the same person. For purposes of SARA Sec. 304, this includes motor vehicles, rolling stock and aircraft.

Fire/Rescue Service – Organized local fire departments, whether career, volunteer, or combination.

Fire Service Coordinator – Persons designated by the EMC to work with fire services and coordinate their response and resource needs during major emergencies and disaster.

Flammable Solids – Any solid material, other than an explosive, which is liable to cause fire through friction, retained heat from manufacturing or processing or which can be ignited readily and, when ignited, burns so vigorously and persistently as to create a serious hazard.

Governor's Proclamation of "Disaster Emergency" – A proclamation by the Governor upon finding that a disaster has occurred or that the occurrence or the threat of a disaster is imminent. This proclamation authorizes municipalities (including counties) to exercise certain powers without regard to time-consuming procedures and formalities prescribed by law (excepting mandatory constitutional requirements).

Governing Body – The elected government of political subdivisions (i.e.: county, city, borough, incorporated town or township government).

Hazardous Materials (HAZMAT) – Any substance or material in a quantity or form that may be harmful or injurious to humans, domestic animals, wildlife, economic crops or property when released into the environment. Hazardous materials may be chemical, biological, radiological, or explosive.

Hazards Vulnerability Analysis (HVA) – A compilation of natural and human-caused hazards and their predictability, frequency, duration, intensity and risk to population and property. The County’s HVA can be found in the Beaver County Hazard Mitigation Plan.

Hazardous Waste – Any garbage, refuse, sludge from an industrial or other waste treatment plant, sludge from a water supply treatment plant or air pollution control facility and other discarded materials, including solid, liquid, semi-solid or contained gaseous material resulting from municipal, commercial, industrial, institutional, mining or agriculture operations, and from community activities or any combination of these factors which, because of its quantity, concentration, or physical, chemical or infectious characteristics, may cause or significantly contribute to an increase in mortality or morbidity in either an individual or the total population; or pose a substantial present or potential hazard to human health or the environment when improperly treated, stored, transported, disposed of or otherwise managed.

Homeland Security Exercise Evaluation Program (HSEEP) – A program to design, evaluate and follow-up on exercises of a variety of emergency services and functions. The program was developed by DHS.

Household Pet – A domesticated animal, such as a cat, dog, bird, rabbit, rodent or turtle that is traditionally kept in a home for pleasure rather than for commercial purposes; can travel on commercial carriers and be housed in temporary facilities. Household pets do not include reptiles (except turtles), amphibians, fish, insects/arachnids, farm animals (including horses), and animals kept for racing purposes.

Incident Action Plan (IAP) – An organized course of events that addresses all phases of incident control within a specified time. An IAP is necessary to affect successful outcomes in any situation, especially emergency operations, in a timely manner.

Incident Commander (IC) – The person designated to manage on scene operations during a response effort.

Incident Command System (ICS) – An organizational structure with responsibility for the management of assigned resources to effectively accomplish stated objectives pertaining to an incident or event. ICS is defined by NIMS.

Incident Management Team (IMT) – A multi-agency/multi-jurisdiction team formed and managed at the State, regional and metropolitan level, comprised of trained personnel from different departments, organizations, agencies, and jurisdictions within a state or region, activated to support incident management at incidents that extend beyond one operational period. Pennsylvania has a Type 3 IMT that can assist in managing major and/or complex incidents requiring a significant number of local, regional, and state resources, and incidents that extend into multiple operational periods and require a written Incident Action Plan (IAP).

Initial Damage Assessment – (also called **County Damage Assessment**) – A damage assessment, conducted by the county damage assessment team(s) that uses PEMA developed procedures to assign a damage category to emergency-cause damages.

Initial Damage Report (IDR) – Reports compiled during the response phase of an emergency that list number of damaged facilities, and other essential information. The IDR information is originated at the local level, compiled at the county and forwarded onto PEMA. IDR data should be submitted as soon as possible since it is used to determine operational needs and to identify the location and scope of damages for more formal damage assessments that come in the recovery phase of the emergency.

Joint Preliminary Damage Assessment – A damage assessment conducted by county, state, and federal personnel to verify that sufficient damage has occurred to justify a Presidential Declaration of Major Disaster or Emergency.

Local Emergency Planning Committee – The LEPC is responsible for preparing hazardous material incident off-site response plans and reports in accordance with SARA Title III and Act 165.

Liaison Officer – The Liaison Officer is the IC/UC point of contact for representatives of other governmental agencies, non-governmental organizations and/or the private sector (with no jurisdiction or legal authority) to gain input on the agency's policies, resource availability and other incident-related matters.

Local Disaster Emergency (When declared by the County Commissioners) - The condition declared by the local governing body when, in their judgment, the threat or actual occurrence of a disaster requires coordinated local government action to prevent or alleviate the damage, loss, hardship or suffering threatened or caused. A local emergency arising wholly or substantially out of a resource shortage may be declared only by the Governor, upon petition of the local governing body.

Long Term Recovery Committee – A group established to oversee the recovery and reconstruction process and serve as an advisory committee to local government officials responsible for recovery activities. The long term recovery committee should have representatives from all facets of the community (school, faith-based, business, and volunteer, etc.)

Mass Care Centers - Fixed facilities suitable for providing emergency lodging for victims of disaster left temporarily homeless. Mass Care centers are capable of providing all essential social services. Feeding may be done within a mass care center (in suitable dining facilities) or nearby.

Municipality – As defined in the Pennsylvania Constitution, “...a county, city, borough, incorporated town, township or similar unit of government...” (Article IX, Section 14, the Constitution of Pennsylvania).

National Incident Management System (NIMS) – A system to standardize management, communications equipment, training, certification and maintenance of all emergency response. The criteria and principles are published by the National Integration Center of DHS.

National Response Team (NRT) – A federal response team consisting of representatives of 14 government agencies, who operate as the principal organization for implementing the National Contingency Plan (NCP). When the NRT is not activated for a response action, it serves as a standing committee to develop and maintain preparedness, evaluate methods of responding to discharges or releases, recommend needed changes in the response organization and recommend revisions to the NCP. The NRT may consider and make recommendations to appropriate agencies on the training, equipping and protection of response teams; and necessary research, development, demonstration and evaluation to improve response capabilities.

National Weather Service (NWS) – An agency within the National Oceanic and Atmospheric Administration (NOAA) that is responsible for the forecasting, observation and dissemination of weather information.

Notification – The act of making known or informing. For use in context with this document: to transmit emergency information and instructions: (1) to Emergency Management Agencies, staff and associated organizations; (2) over the Emergency Alert System or by other means to the general public immediately after the sirens have been sounded.

Operational - Capable of accepting mission assignments at an indicated location with partial staff and resources.

Political Subdivision - Any county, city, borough, township or incorporated town within the Commonwealth, as well as school districts, and water, sewer and other authorities that have governmental or taxing authority.

Point of Dispensing (POD) – A facility established for the mass dispensing of pharmaceuticals. Operation of these PODs is described in the Strategic national Stockpile (SNS) plan.

Point of Distribution (Commodities POD) – A facility where disaster victims can come to receive emergency food, water and ice and perhaps tarps or cleaning supplies. These are normally located in an open parking lot providing drive-through service and a very limited variety of essential goods.

Presidential Declaration of "Emergency" - "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.

IMPORTANT NOTE - Before federal assistance can be rendered, the Governor must first determine that the situation is of such severity and magnitude that effective response is

beyond the capabilities of the State and affected county and municipal governments and that Federal assistance is necessary.

Presidential Declaration of "Major Disaster" - "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 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.

Protective Action - Any action taken to eliminate or avoid a hazard or eliminate, avoid or reduce its risks.

Public Information Statements - Public announcements made by PEMA or county official spokespersons via newspapers, radio, television, or social media to explain government actions being taken to protect the public in the event of any public emergency.

Radio Amateur Civil Emergency Service (RACES) – An organization of licensed amateur radio operators that provide radio communications for federal, state, and municipal governments in time of emergency.

Radioactive Material – Any material, or combination of materials, that spontaneously emits ionizing radiation and has a specific activity greater than 0.002 micro curies per gram.

React – Radio Emergency Associated Communication Team – They provide public service communications to individuals, organizations and government agencies to save lives, prevent injuries and give assistance wherever and whenever needed.

Reentry – The return to the normal community dwelling and operating sites by families, individuals, governments, and businesses once the evacuated area has been declared safe for occupancy.

Release – Any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping or disposing into the environment (to include the abandoning or discarding of barrels, containers, and other closed receptacles of any hazardous chemical, extremely hazardous substance or toxic chemical).

Route Alerting – Route alerting is a supplement to siren systems accomplished by pre-designated teams traveling in vehicles along pre-assigned routes delivering an alert/warning message.

Superfund Amendments and Reauthorization Act of 1986 (SARA) – Title III of SARA includes detailed provisions for community planning to respond to hazardous material release. See “Title III” below.

SARAH Facility – Any manufacturing or storage facility that has or may hold sufficient quantities of an EHS to trigger the planning and reporting requirements of Title III (see “Title III” below).

Spill – An accident that allows material to flow or escape from a containment.

Spontaneously Combustible Materials (Solid) – Any solid substance (including sludge and pastes) which may undergo spontaneous heating or self-ignition under conditions normally related to transportation or which may, upon contact with the atmosphere, undergo an increase in temperature and ignite.

Staging Area – A pre-selected location that provides a base for coordinated emergency operations, assembly of person to be moved by public transportation to host jurisdictions, a rally point for mutual aid and a debarking area for returning evacuees.

Service Animal – Any guide dog, signal dog or other animal individually trained to provide assistance to an individual with a disability, including, but not limited to, guiding individuals with impaired vision, alerting individuals with impaired hearing to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair or fetching dropped items.

Special Needs Population - Populations whose members may have additional needs before, during, and after an incident in functional areas, including but not limited to: maintaining independence, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities; who live in institutionalized settings; who are elderly; who are children; who are from diverse cultures; who have limited English proficiency or are non-English speaking; or who are transportation disadvantaged.

Standby - To be ready to perform but waiting at home or other location for further instructions.

Strategic National Stockpile (SNS) – A program headed by the federal Centers for Disease Control that maintains large stocks of medications for distribution to the public during emergencies. The SNS relies on the state and county governments to have plans and play a major part in the distribution of the medications. This is done through a series of PODs (Points of Dispensing) that are located throughout the county.

Support – To act in a secondary or subordinate role to a primary activity by providing a means of maintenance or subsistence to keep the activity from failing under stress. (For use in context to this document: providing "unmet" needs, unforeseen requirements for supplies, equipment, services, training, etc.)

Telecommunications – Any transmission, emission, or reception of signs, signals, writings, images, sounds, or information by wire, radio, or other electromagnetic systems.

Telecommunications System – A collection of communications networks, transmission systems, relay stations, tributary stations, and data terminal equipment usually capable of interconnection and interoperation to form an integrated whole.

Terrorism – The unlawful use of force or violence against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political or social objectives.

Title III – Part of SARA, this is also known as the Emergency Planning and Community Right-to-Know Act of 1986 specifies requirements for organizing the planning process at the state and municipal levels for specified EHS, minimum plan content, requirements for fixed facility

owners and operators to inform officials about EHS present at the facilities and mechanisms for making information about EHS available to citizens.

Toxic Chemicals – Toxic chemicals identified as chemicals of concern by states of New Jersey and Maryland (329 chemicals/chemical categories). This list of chemicals is subject to Toxic Chemical Release Reporting under SARA, Title III, Section 313.

Unmet Needs - Capabilities and/or resources required to support emergency operations but neither available nor provided for at the respective levels of government.

Urban Search and Rescue (US&R) – A specific type of search and rescue that deal in urban settings, especially with collapsed building rescue. Pennsylvania has one team (PA Task Force-1) that is sponsored and certified by FEMA and managed by PEMA. Additionally, there are a series of US&R components in the nine Regional Task Forces.

Volunteer Emergency Communications – Any or all of those volunteer organizations such as RACES, ARES, CAP, and Coast Guard Auxiliary which may provide emergency telecommunications services to responders or victims within the county.

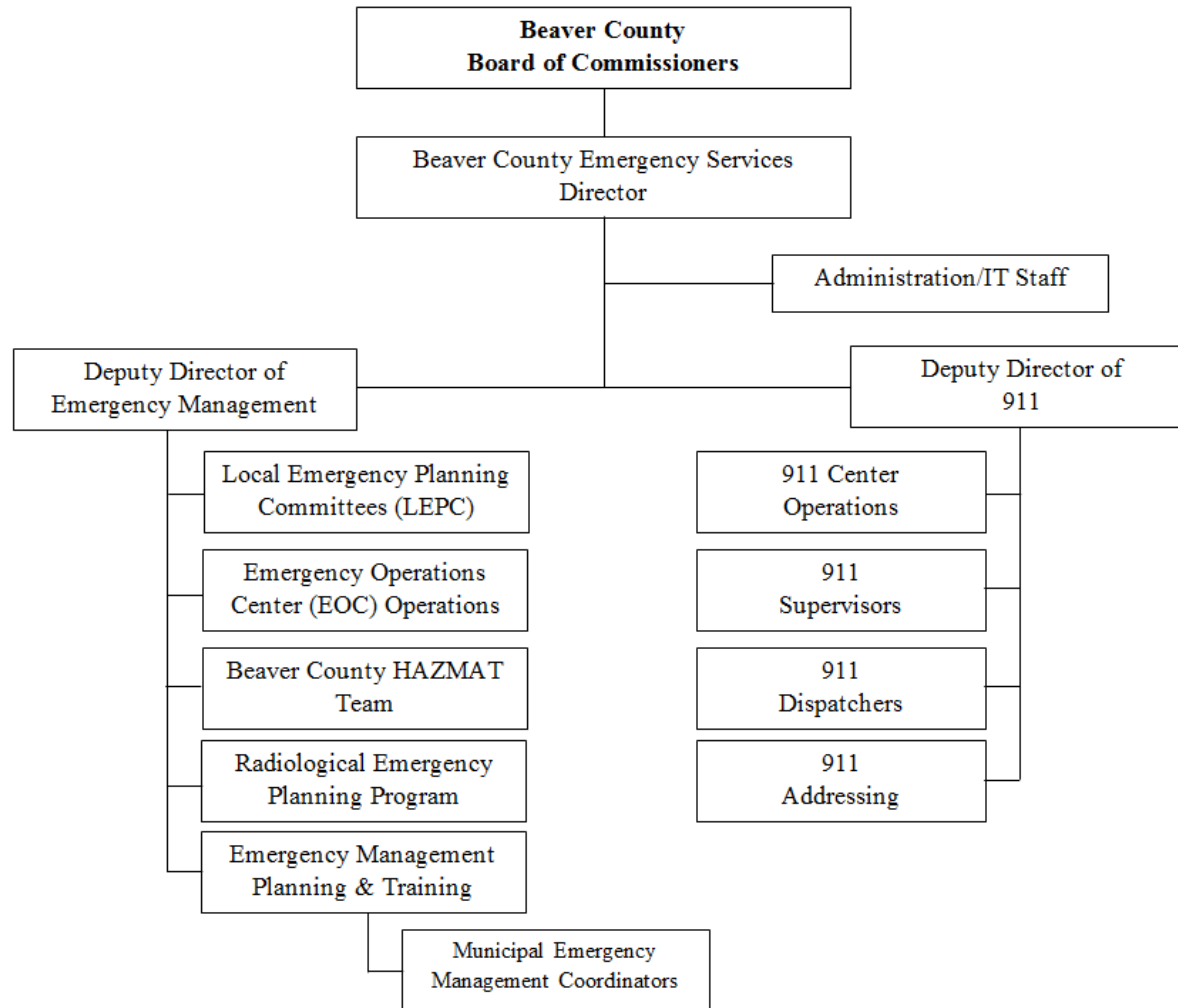
Warning – The dissemination to government officials and the general public of a forecast of impending disaster or emergency. It includes the signal, or attention aspect, as well as the notification message describing the nature of the hazard and the actions to be taken. The warning signal means to turn on EAS to receive instructions.

Weather Warning – When issued by MWS, a warning means that the hazardous weather phenomenon has been sighted or has occurred in the specified area.

Weather Watch – When issued by the NWS, a watch means that the conditions are present for the occurrence of the hazardous weather phenomenon in the specific area.

APPENDIX 3

COUNTY ORGANIZATION FOR EMERGENCY MANAGEMENT



APPENDIX 4

PLAN DISTRIBUTION & RECEIPT FORM

- A. Because of the sensitivity of some portions of this plan, and in order to ensure that plan revisions are posted to every copy, copies of this plan will be numbered and distributed on a need-to-know basis.
- B. Numbered copies of this plan will be distributed to the following agencies upon request. A “master distribution list” with the numbers of each copy, and the format (printed or electronic) is maintained by the county EMA.
- Office of the Commissioners
 - Sheriff’s Office
 - County Coroner
 - Prison
 - *(Other County Offices)*
 - PEMA Western Area Office
 - Other interested parties (military installations, large employers, etc.)
- C. Each recipient will sign a receipt form, and the signed receipt will be maintained by the county EMA, along with the distribution list.

