

ANNEX 5 (ESF-5) EMERGENCY MANAGEMENT TO GREENWOOD COUNTY'S EMERGENCY OPERATIONS PLAN

Tasked Organization Coordinator **Greenwood County Emergency Management**

Support Organizations: **All agencies and departments as needed**

Augmentation: **As directed by the County Manager**

I. INTRODUCTION

ESF-5 compiles, analyzes and coordinates overall information and planning activities in the County Emergency Operations Center (EOC) in support of emergency operations in Greenwood County.

Review this annex and the EOP and develop Standard Operation Procedures (SOPs) for each task established by this appendix and the EOP. Each ESF will insure that the special needs community is factored into their SOPs. Annually review the State EOP & Department of Homeland Security Universal Task List and integrate tasks as appropriate.

II. MISSION

ESF-5 collects, processes, and disseminates information concerning a potential or actual disaster or emergency; identifies problems and recommends solutions; coordinates Public Information and plans and coordinates with the State Emergency Operations Center

III. CONCEPT OF OPERATION

- A. The Greenwood County EOC is responsible for the coordination of all ESF-5 administrative, management, planning, training, preparedness, mitigation, response, and recovery activities, and developing, coordinating, and maintaining the ESF-5 SOPs. All department and agencies will assist Emergency Management Director in the planning and execution assigned mission in this plan.
- B. ESF-5 will:
 - 1. Perform Information Processing: Using WebEOC, collect, process, and consolidate information from Emergency Support Functions (ESFs), Municipal governments, and other information sources, as appropriate.
 - 2. Transmit to the State using the state Situation Report (SITREP) format. Disseminate information for use by the EOC.

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3. The following includes, but is not limited to, information that may form a part of the overall SITREP:
 - a. Boundaries of the disaster area and designation of an area of operations
 - b. Infrastructure status (transportation, communications, energy, and medical)
 - c. Weather data and/or Hazard-specific information
 - d. Activated emergency management facilities
 - e. Fires reported in impacted area(s)
 - f. County Emergency Operations Center Status
 - g. Declarations and Status
 - h. County Status Situation Summary
 - i. Mass Care Information (Shelters, Special Medical Needs, Feeding Sites)
 - j. Medical Information (Deaths, Injuries, Missing Persons, Hospital Damages).
4. ESFs maintain and update status boards with current information, maps, charts and other means such as computer displays, as available.
5. Provide weather and climate information during emergencies and disasters as required.
6. Provide staff supervision for hazard-specific advisory teams (i.e. hydrology and dam failure).
7. Consolidate and disseminate County Assessment Team (DAT) information.
8. Provide WebEOC data management support operations during activations. ESF-5 will rely upon WebEOC and the internal computerized information systems as the primary tools for gathering event information.
9. Develop computer projection displays using Power Point and other tools as necessary to display ESF event information within the EOC. The information displays will be posted with current available information every 4 hours.
10. Use the Internal WebEOC and Info Tracker to disseminate event information.

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IV. ESF ACTIONS

Actions necessary to insure readiness to respond are divided into the four cycles of emergency management. These are: preparedness, response, recovery, and mitigation. Each cycle requires actions to be planned for to insure total readiness. Considerations to be planned for are but are not limited to:

A. Preparedness

1. Develop procedures and formats for information gathering and reporting to include procedures for SITREP format and submission.
2. Train support agencies on roles and responsibilities.
3. In coordination with the Operations Group develop information displays necessary for county operation within the EOC.
4. Ensure weather products are up to date and available for use in the SITREP.
5. Coordinate with hazard-specific teams for response actions.
6. Participate in state exercises and conduct, at least annually, an ESF-5 exercise to validate this annex and supporting SOPs.
7. Review this annex and the EOP and develop Standard Operation Procedures (SOPs) for each task established by this annex and the EOP. Annually review the State EOP & Department of Homeland Security Universal Task List and integrate tasks as appropriate.
8. Ensure all planning shall be prepared using Microsoft Office tools and other tools as necessary and summarized at the highest level practical in the Situation Report under the heading "Event Planning Strategies".
9. Coordinate with various ESF(s) and agencies primarily charged with planning and event response and recover and assemble the resulting plan(s) for further direction and action as deemed needed by the Chief of Operations.
10. Use models, guides and other sources to determine potential hazard areas, to collect data for hazards analysis and to characterize the consequences of the risk.
11. Coordinate recovery planning and coordination other county agencies, as necessary.
12. Ensure all ESF-5 personnel integrate NIMS principles in all planning. All ESF-5 personnel will complete all required NIMS training.

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B. Response

1. Notify all ESF-5 supporting departments/agencies upon activation.
2. Assign duties to support agency personnel and provide training as required.
3. Coordinate EOC effort in collecting, processing, reporting and displaying essential information to include development of the SITREP.
4. Use various hazards modeling tools (to include, but not limited to, HAZUS, GIS, South Carolina's Emergency Debris Estimation Program) to analyze and provide accurate data.
5. Conduct planning to identify priorities, develop approaches, and devise recommended solutions for future response operations.
6. Monitor locations and assist as requested, in set-up, operation, and demobilization of mobilization sites, staging areas, and distribution points.
7. Provide weather information and briefings to the EOC and/or the EOC Executive Group, as required.

C. Recovery

1. Continue information gathering and processing.
2. Collect and process information concerning recovery activities to include anticipating types of recovery information the EOC and other County departments and or agencies will require.
3. In coordination with ESF-6, obtain status of missing persons.
4. Anticipate and plan for the support and establishment of staging areas, distribution sites in coordination with ESF-7, a JFO, DRCs, JICs and other local, state and/or federal emergency work teams and activities in the impacted area.
5. Ensure that ESF-5 team members or their agencies maintain appropriate records of costs incurred during the event.

D. Mitigation:

1. Support and plan for mitigation measures.
2. Support requests and directives resulting from the State and FEMA concerning mitigation and/or re-development activities.

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V. RESPONSIBILITIES

A. EOC:

1. Identify, train, and assign personnel to staff ESF-5 in the EOC.
2. In coordination with other county departments and/or agencies, develop procedures and formats for information gathering, reporting, and EOC displays.
3. Use various hazards modeling tools available through coordination with State EOC, (to include HAZUS, GIS, South Carolina's Emergency Debris Estimation Program) to analyze and provide accurate data.
4. Identify hazard-specific advisory team's requirements.
5. Plan for support of mobilization sites, staging areas, and distribution points.
6. Coordinate with SCEMD Public Information Officer. They will disseminate important county telephone numbers through appropriate news media. The SEOC PIO will coordinate with Hispanic Outreach, SC Commission of Minority Affairs, and other selected organizations to support dissemination of phone numbers.
7. Develop ESF 5 Standard Operating Procedures in support of Emergency Operations Plans.
8. Coordinate with various ESF(s) and agencies primarily charged with planning and event response and recover and assemble the resulting plan(s) for further direction and actions as deemed needed by the Public Safety Commander.
9. Prepare status reports, display situation information, incident Information on WebEOC and other county information boards.
10. Provide for liaison support.
11. Collect assessment information from damage assessment teams and assist with other planning activities.
12. Recognize, identify, analyze, confirm, and evaluate the immediate consequences of an incident.

B. All County support departments except County GIS:

1. Provide clerical, operations support, and website administrative personnel to support ESF-5 operations. Requirements will be identified by the EOC Manager.

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2. Provide necessary professional expertise as identified

C. County GIS

Provide GIS spatial mapping needs.

D. All Supporting Liaison:

Provide necessary expertise to assist ESF 5 in operational planning as directed.

VI. STATE/FEDERAL INTERFACE

This annex is supported by the State Emergency Operations Plan and the National Response Plan ESF-5, Emergency Management. State and Federal response for this function will be limited to the provision of representatives from state and federal agencies. These representatives are authorized to provide emergency/disaster assistance available under statutory or secretarial authorities.