



# CHATHAM COUNTY

# EMERGENCY OPERATIONS PLAN

JULY 2020



Chatham Emergency Management Agency  
124 Bull Street, Room 140  
Savannah, GA 31401  
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[ChathamEmergency.org](http://ChathamEmergency.org)



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## AUTHORITY LETTER

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The most fundamental function of government is providing for the safety and welfare of the public. An effective emergency management program is essential to ensuring Chatham County fulfills this responsibility when our residents and visitors are threatened or impacted by emergencies or disasters.

The Chatham County Emergency Operations Plan (EOP) establishes the framework the county will use to organize and coordinate its emergency management activities when needed to save lives and to protect public safety, health, welfare and property. This EOP is not intended to address specific emergency responses, scenarios, hazards, or threats. Functional and hazard specific annexes/guides to this EOP will outline specific response activities for response organizations.

### **This EOP accomplishes the following:**

- Establishes an incident management organization which will coordinate and support on-scene responses including maintenance of situational awareness, facilitation of effective communication between operations centers at various levels of government, maintain continuity of government, and interaction with public information sources.
- Establishes the overall operational concepts associated with the management of incidents, emergencies, crises, disasters, and catastrophes.
- Provides a flexible platform for planning and response to all hazards, incidents, events, and emergencies. It is applicable to a wide variety of anticipated incident events including earthquake, wildland fires, floods, and public health issues.

This plan establishes the emergency management responsibilities of county departments and other agencies, and identifies how they will work with the Chatham Emergency Management Agency (CEMA) to ensure Chatham County is prepared to execute a well-coordinated, timely and consistent disaster response. The plan also addresses how the county's activities will be integrated with state and federal agencies and incorporate organizations from the private sector and non-governmental organizations.

This EOP continues Chatham County's compliance with the National Incident Management System (NIMS), the Incident Command System (ICS), the National Response Framework (NRF), and the National Preparedness Guidelines to include *Comprehensive Preparedness Guide 101: Developing and Maintaining Emergency Operations Plans*. It facilitates multi-agency and multi-jurisdictional coordination during emergency operations, public information functions, and resource management.



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## APPROVAL AND IMPLEMENTATION

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The Chatham Emergency Management Agency maintains the Chatham County Emergency Operations Plan and presents the plan to the Chatham County Commission and each municipal Council for adoption.

The Chatham County Emergency Operations Plan was developed by Chatham Emergency Management Agency in coordination with each municipality within Chatham County, non-governmental organizations and private sector organizations and is aligned with the National Incident Management System as well as the National Response Framework and the National Disaster Recovery Framework. In addition, Chatham Emergency Management Agency modified the Emergency Operations Plan, its appendices, Emergency Support Function Annexes, Support Annexes and Incident Annexes to incorporate lessons learned from exercises, training, incidents and real world events.

This plan supersedes the Chatham County Emergency Operations Plan dated September, 2012.

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Dennis Jones  
Director  
Chatham Emergency Management Agency  
7/6/2020



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## RECORD OF CHANGES

Each update or change to the plan should be tracked. The record of changes, usually in table format, contains, at a minimum, a change number, the date of the change, the name of the person who made the change, and a summary of the change. Other relevant information could be considered.

Change #	Date	Part Affected	Date Posted	Who Posted
1		Document re-write		Mathews
2		Re-organization of ESF's, creation of new ESF's		Mathews



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## RECORD OF DISTRIBUTION

The record of distribution, usually in table format, indicates the title and the name of the person receiving the plan, the agency to which the recipient belongs, the date of delivery, and the number of copies delivered. Other relevant information could be considered. The record of distribution can be used to prove that tasked individuals and organizations have acknowledged their receipt, review, and/or acceptance of the plan. Copies of the plan can be made available to the public and media without SOPs/SOGs, call-down lists, or other sensitive information.

Agency	Name, Title	Date of Delivery	Copies



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## SIGNATURE PAGE

Jurisdiction	Name, Title	Signature	Date
Chatham County	Albert Scott, Chairman		
City of Bloomingdale	Benjamin Rozier, Mayor		
City of Garden City	Donald Bethune, Mayor		
City of Pooler	Rebecca Benton, Mayor		
City of Port Wentworth	Gary Norton, Mayor		
City of Savannah	Van Johnson, Mayor		
Town of Thunderbolt	Beth Goette, Mayor		
City of Tybee Island	Shirley Sessions, Mayor		
Vernonburg	Jimmy Hungerpillar, Superintendent		



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## 1.0 Introduction

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### 1.1 Purpose

The Chatham County Emergency Operations Plan (EOP) herein referred to as the “Base Plan” or EOP establishes a framework for the effective coordination of response and initial recovery operations during large-scale or complex emergencies and disasters.

This plan defines roles and responsibilities for emergency management functions, establishes the conditions under which resources are mobilized and describes the organizational concepts and structures used to coordinate actions.

The EOP reflects an all-hazards approach to planning, meaning a similar concept of operations can be applied to all types of emergency situations, regardless of the exact nature of the incident. An all-hazards approach allows for the fact that some incidents have unique planning and response considerations requiring special attention. Incident Annexes to the base plan provide additional direction and guidance for specific type of emergencies or disasters.

### 1.2 Scope

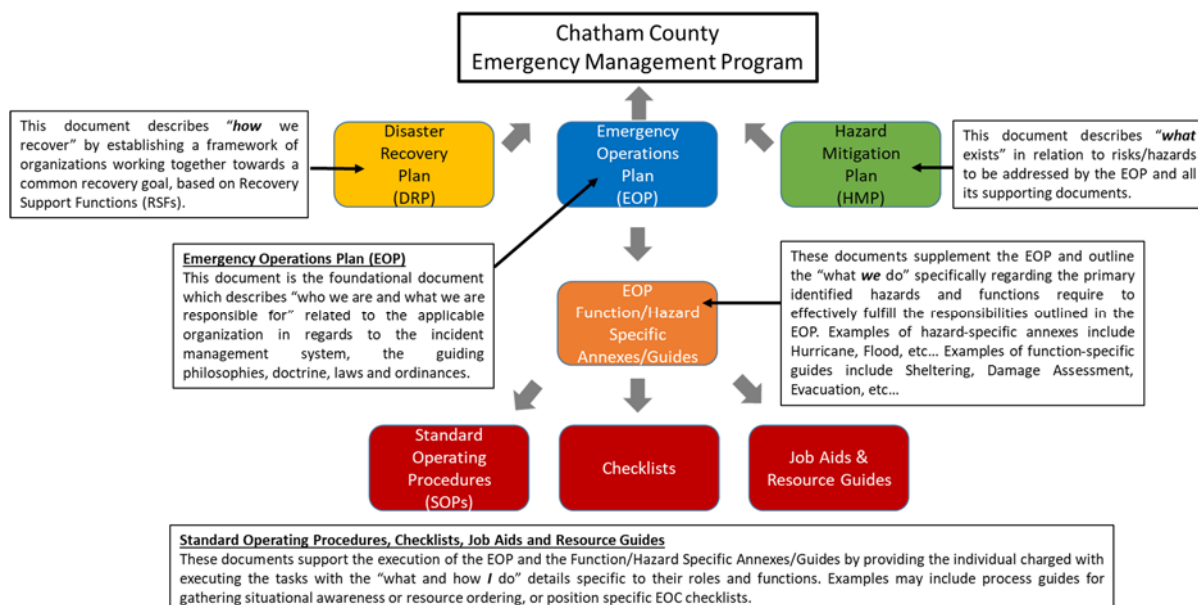
This EOP provides guidance on response activities to Chatham County’s most likely and demanding emergency conditions. It does not supersede well-established operational policies and procedures for coping with and responding to day-to-day emergencies involving law enforcement, the fire service, medical aid, transportation services, flood control, or other discipline-specific emergency response systems. It is intended as a supplement and compliment to such systems. Organizational response tactics and procedures may evolve over time, and should be utilized by those departments. The EOP is considered an emergency response framework, not a tactical response document. This EOP does however place emphasis on those unusual and unique emergency conditions that will require extraordinary response beyond the ability of any one or common set of organizations to respond. Neither does this EOP include detailed response level operating instructions or procedures. Each organization identified in this EOP is responsible for, and expected to develop, implement, and test policies, instructions, and standard operating procedures (SOPs) or checklists that reflect the tactical, operational, strategic, and executive mission spaces and incident management concepts contained in this EOP. Coordinated response and support roles must be defined by these organizations to facilitate the ability to respond to and manage any given incident.

This document is not intended to be an overview of the Emergency Operations Center functions, procedures, section responsibilities, or positions specific standard operating procedures.



### 1.2.1 Plan Components

- **Base Plan:** The Base Plan serves as the fundamental framework for countywide emergency management. It outlines the county’s hazard vulnerabilities, planning assumptions, and establishes the authorities, responsibilities, operational priorities and general strategies for local emergency operations that apply regardless of the specific type of emergency or disaster.
- **Emergency Support Function (ESF) Annexes:** County Departments, as well as jurisdictional agencies and non-governmental agencies are organized into 19 functional groups called ESFs. Each ESF has an annex to the EOP that defines the ESF purpose, scope, identifies agencies assigned to the ESF, establishes their roles and responsibilities and describes how they will coordinate during an emergency.
- **Support Annexes:** Support Annexes address commonly required emergency functions that do not fall within the scope of ESFs. These Annexes address the plans and coordination required from tasked agencies to support the functional area in an emergency. The Support Annexes are not incident-specific and are intended to be applicable to incident of all types. Examples include Training and Exercise and EOC Staff Manual.
- **Incident Annexes:** While the EOP is an all-hazards plan, some incident types warrant additional attention based on the level of risk they present, unique planning requirements or regulations involved. Incident Annexes are provided for those hazards that require consideration.





### 1.3 Situation Overview / Hazard Analysis

Chatham County, with an approximate population of 289,195 (U.S. Census Bureau 2018 estimate) is the northern-most county on the Georgia Coastline. The county as a whole is approximately 632 square miles, of which 426 square miles is land and 206 square miles is comprised of water.

Hazards addressed in this plan were determined by the Hazard Mitigation Planning Team based on available data and consideration of hazard frequency and potential severity of damage. Where available, hazard frequency based on past occurrence data is used to suggest future probability. Further information regarding the hazards, risks and vulnerabilities can be referenced in the Hazard Mitigation Plan.

#### 1.3.1 Hazards

Natural Hazards	Technological Hazards	Adversarial Hazards
<ul style="list-style-type: none"> <li>• Drought</li> <li>• Earthquake</li> <li>• Extreme Heat</li> <li>• Flood</li> <li>• Infectious Disease</li> <li>• Sea Level Rise</li> <li>• Severe Weather</li> <li>• Severe Winter Storm</li> <li>• Tornado</li> <li>• Tropical Cyclone</li> <li>• Wildfire</li> </ul>	<ul style="list-style-type: none"> <li>• Cyber Attack</li> <li>• Hazardous Materials</li> <li>• Levee/Dam Failure</li> <li>• Mass Casualty</li> </ul>	<ul style="list-style-type: none"> <li>• Active Shooter/Threat</li> <li>• Mass Casualty</li> <li>• Terrorism</li> </ul>

#### 1.3.2 Hazard Preparedness Actions

In order prepare the community for these potential events, actions can be taken in each of the five mission areas of preparedness.

- Mitigation
- Prevention
- Protection
- Response
- Recovery





	Natural Hazards	Technological Hazards	Adversarial Hazards
MITIGATE	<ul style="list-style-type: none"> <li>• Drainage improvements</li> </ul>	<ul style="list-style-type: none"> <li>• Structure hardening</li> <li>• Redundant systems</li> </ul>	<ul style="list-style-type: none"> <li>• Structure hardening</li> </ul>
PREVENT	<ul style="list-style-type: none"> <li>• Flood zone regulations</li> <li>• Land use ordinances</li> <li>• Community outreach</li> </ul>	<ul style="list-style-type: none"> <li>• Zoning regulations</li> <li>• Planning and coordination with private sector</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
PROTECT	<ul style="list-style-type: none"> <li>• Enhanced warning systems</li> <li>• Preemptive deployment</li> </ul>	<ul style="list-style-type: none"> <li>• Enhanced warning systems</li> <li>• Community Outreach</li> </ul>	<ul style="list-style-type: none"> <li>• Critical infrastructure security</li> <li>• Enhanced warning systems</li> </ul>
RESPOND	<ul style="list-style-type: none"> <li>• Preemptive deployment</li> <li>• Coordinated response</li> </ul>	<ul style="list-style-type: none"> <li>• Technical response capabilities</li> <li>• Coordinated response</li> </ul>	<ul style="list-style-type: none"> <li>• Tactical response capabilities</li> <li>• Coordinated response</li> </ul>
RECOVER	<ul style="list-style-type: none"> <li>• Coordinated planning</li> <li>• Stakeholder engagement</li> </ul>	<ul style="list-style-type: none"> <li>• Coordinated planning</li> </ul>	<ul style="list-style-type: none"> <li>• Coordinated planning</li> </ul>

#### 1.4 Planning Assumptions

These identify what the planning team assumes to be facts for planning purposes in order to make it possible to execute the document. During operations, the assumptions indicate areas where adjustments to the plan have to be made as the facts of the incident become known. These also provide the opportunity to communicate the intent of senior officials regarding emergency operations priorities. The following actions can be assumed when activating this plan:

- An emergency may occur at any time and may affect single or multiple jurisdictional areas. Some incidents will occur with enough warning to allow for activation and preparation prior to the onset of emergency conditions. Other incidents will be no-notice that occur without warning.
- All incidents begin and end locally. Municipalities maintain operational control and responsibility for emergency activities within their jurisdictions, unless otherwise superseded by ordinance, statute or agreement.



- When an emergency exceeds local resource and response capabilities, local governments will request assistance from the County EOC. The County will then request assistance from neighboring jurisdictions and from the State.
- Incidents in Chatham County may occur simultaneously to events throughout the United States, constraining resources available and slowing or reducing the amount of outside assistance available to support.
- Governments, departments and agencies will develop and maintain the necessary plans, standard operating procedures, contracts and memorandums of understanding to execute emergency responsibilities assigned by the Chatham County EOP.
- Employees tasked with emergency duties that live and work within the affected area may be personally impacted by the incident and unable to report to work.
- Individuals, community-based organizations and businesses will offer services and support in time of disaster in the form of spontaneous volunteers, supplies and financial donations.
- Incidents, including large scale emergencies or events, require full coordination of operations and resources, and may:
  - a) Require significant information sharing across multiple jurisdictions and between the public and private sectors;
  - b) Involve single or multiple jurisdictions and/or geographic areas;
  - c) Have significant statewide and/or national impact and may require significant inter-governmental coordination;
  - d) Involve multiple, highly varied hazards or threats on a local, regional, statewide or national scale;
  - e) Result in mass casualties, displaced persons, property loss, environmental damage and disruption of the economy and normal life support systems, essential public services and basic infrastructure;
  - f) Require resources to assist individuals with access and functional needs;
  - g) Impact critical infrastructures across multiple sectors;
  - h) Exceed the capabilities of state agencies, local governments, NGO's and private sector organizations;
  - i) Attract a sizeable influx of public, private, and voluntary resources, including independent and spontaneous volunteers;
  - j) Require short-notice asset coordination and response; and
  - k) Require prolonged incident management operations and support activities for long-term community recovery and mitigation.





- The negative cascading effects from natural disasters may rise due to increased urban development, industrial expansion, traffic congestion and widespread use and transport of hazardous materials. These factors may increase the risk of human-caused emergencies such as hazardous materials accidents, power failures, resource shortages and environmental contamination.

## 2.0 Concept of Operations

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### 2.1 General

CEMA identifies potential threats to life, property and the environment, and then develops plans and procedures to respond to those threats. These plans and procedures will help to coordinate and support emergency response and recovery activities and will be tested through exercises and validated by the results of actual response. The goal is to maintain a robust incident management organization with strong collaborative ties among governments, community-based organizations, volunteers, public service agencies, and the private sector. Chatham County conforms to, and this EOP complies with NIMS, and ICS guidelines.

### 2.2 National Response Framework (NRF)

The NRF is based upon the premise that incidents are handled at the lowest jurisdictional level. In the vast majority of incidents, state and local resources and interstate mutual aid will provide the first line of emergency response and incident management support. When state resources and capabilities are overwhelmed, Governors may request federal assistance. The NRF provides the framework for federal interaction with state, local, tribal, private sector and non-governmental entities in the context of domestic incident management to ensure timely and effective federal support.

The NRF is the core operational plan for national incident management, and establishes national-level coordinating structures, processes, and protocols that will be incorporated into certain existing federal interagency incident or hazard-specific plans. The NRF is intended to facilitate coordination among local, state, tribal, and federal governments and the private sector without impinging on any jurisdiction or restricting the ability of those entities to do their jobs. The NRF does not alter or impede the ability of first responders to carry out their specific authorities or perform their responsibilities.

The NRF and NIMS are designed to work in tandem to improve the Nation's incident management capabilities and overall efficiency. Use of NIMS enables local, state, tribal, and federal governments and private-sector and non-governmental organizations (NGOs) to work together effectively and efficiently to prevent, prepare for, respond to, and recover from actual or potential domestic incidents regardless of cause, size, or complexity.





## 2.3 National Incident Management System (NIMS)

NIMS provides a comprehensive, whole community, whole government approach to incident management for all hazards and integrates existing best practices into a consistent nationwide approach to domestic incident management that is applicable to all jurisdictional levels and across functional disciplines. NIMS is based on a balance of flexibility and standardization that allows government and private entities at all levels to work together to manage domestic incidents, regardless of their cause, size, location, or complexity. Five major components make up this system's approach: preparedness; communications and information management; resource management; command and management; and ongoing management and supporting technologies.

## 2.4 Incident Command System (ICS)

A primary component of NIMS, ICS is a standardized on-scene emergency management system designed to allow for an integrated organizational structure equal to the complexity and demands of single or multiple incidents without being hindered by jurisdictional boundaries. ICS addresses both organization and process. ICS is used to manage facilities, equipment, personnel, procedures, and communications through the use of a common organizational structure and standardized procedures.

## 2.5 Integrating Federal, State, and local Systems

Taken together the NRF, NIMS, ICS, and this EOP integrate the capabilities and resources of various governmental jurisdictions, incident management and emergency response disciplines, non-governmental organizations (NGOs), and the private sector into a cohesive, coordinated, and seamless national framework for domestic incident management. It should be understood that field level emergency responders, Emergency Operations Center (EOC) staff, department heads, elected officials, and public information officers all have a vital role in successful comprehensive incident management and make up the Incident Management Enterprise.

## 2.6 Phases of Emergency Management

Emergency management functions are generally grouped into the four phases of mitigation, preparedness, response, and recovery. The grouping of emergency management functions is useful for classifying and conceptualizing activities. While useful for targeting efforts and resources, the phases of emergency management are not distinct—activities in each phase often overlap with other phases. For example, recovery projects often include elements of mitigation (i.e., rebuilding structures using current building codes) and response often includes recovery measures (i.e., immediate debris removal). The phases are also cyclical in nature—lessons learned from an incident are applied in preparedness efforts for future emergencies and major disasters. The following sections provide examples of the types of activities that take place in each phase.



### 2.6.1 Mitigation

Mitigation activities occur before, during, and after incidents. Post-disaster mitigation is part of the recovery process. Eliminating or reducing the impact of hazards that exist within Chatham County and are a threat to life and property are part of the mitigation efforts.

Mitigation tools include:

- Detailed plans to mitigate future hazards
- Land use planning
- Local ordinances and statutes (zoning ordinances, building codes, etc.)
- Structural measures
- Public information and community relations

### 2.6.2 Preparedness

Preparedness activities are taken in advance of an emergency and develop operational capabilities, enact protective measures, and enhance effective responses to a disaster. These activities can include emergency/disaster planning, training and exercises, and public education. Citizen Preparedness activities are key elements in this phase and a significant factor in the success of a community in responding to an emergency. Members of the incident management enterprise and local organization develop EOPs, SOPs, and checklists detailing personnel assignments, policies, notification rosters, and resource lists. Personnel are made familiar with these EOPs, SOPs, and checklists through periodic training in the activation and execution of procedures.

CEMA maintains several contact lists of agencies and personnel critical to emergency operations. Those lists include; city/jurisdiction EOC responders, key contacts within cities/towns and county agencies, state agencies, and other organizational contacts.

### 2.6.3 Response

The response phase can be further broken down into three types of response—pre-emergency, immediate, and on-going emergency responses.

Pre-Emergency Response (or crisis response): if warning mechanisms exist for a particular hazard then response actions to emphasize protection of life, property, and environment can be anticipated. Typical pre-emergency and crisis response actions may include:

- Alerting necessary agencies, placing critical resources on stand-by



- Warning threatened populations of the emergency and apprising them of safety measures to be implemented
- Evacuation of threatened populations to safe areas
- Identifying the need for mutual aid
- Proclamation of a Local Emergency by local authorities

Immediate Emergency Response: during this phase, emphasis is placed on saving lives and property, attempting to establish and maintain control of the situation, and minimizing effects of the disaster. Immediate response is accomplished within the affected area by local government agencies and segments of the private sector. The primary activities are on-scene by first or early responders.

On-Going (or sustained) Emergency Response: In addition to continuing preservation of life and property operations, mass care, relocation, public information, situation analysis, status and, damage assessment operations may be initiated. Ongoing response usually involves many organizations and the activation of the EOC.

Furthermore, CEMA utilizes the NIMS Incident Complexity Typing Guide to determine appropriate responses to incidents.





<p><b>Type 5</b></p>	<ul style="list-style-type: none"> <li>• Under one Operational Period</li> <li>• The only ICS position staffed is the Incident Commander</li> <li>• The incident can be handled with one or two single resources</li> <li>• Command and General Staff positions (other than the Incident Commander) are not activated.</li> <li>• Primarily local resources used.</li> <li>• The incident is contained within the first operational period and often within an hour to a few hours after resources arrive on scene.</li> <li>• Additional resources or logistical support are not usually required.</li> <li>• Written Incident Action Plan (IAP) is not required.</li> <li>• Examples: vehicle fire, an injured person, or a police traffic stop, single vehicle crash.</li> </ul>	<p>CEMA not Involved unless requested</p>
<p><b>Type 4</b></p>	<ul style="list-style-type: none"> <li>• Under one Operational Period</li> <li>• Command staff and general staff functions are activated only if needed.</li> <li>• Several resources are required to mitigate the incident.</li> <li>• The agency administrator may have briefings, and ensure the complexity analysis and delegation of authority is updated.</li> <li>• The role of the agency administrator includes operational plans including objectives and priorities.</li> <li>• Command staff and general staff functions are activated only if needed.</li> <li>• Primarily local resources used.</li> <li>• Resources vary from a single resource to multiple resource task forces or strike teams.</li> <li>• The incident is usually limited to one operational period in the control phase.</li> <li>• Written IAP is not required, but a documented operational briefing will be completed for all incoming resources.</li> <li>• The agency administrator/official may have briefings, and ensure the complexity analysis and delegation of authority is updated.</li> <li>• Examples: Search and Rescue, Motor Vehicle Accidents, Small Fires, Protest Rallies, Structure Fires, small Hazardous Materials Spills, etc.</li> </ul>	<p>CEMA not Involved unless requested</p>
<p><b>Type 3</b></p>	<ul style="list-style-type: none"> <li>• When incident needs exceed capabilities, the appropriate ICS positions should be added to match the complexity of the incident.</li> <li>• Some or all of the command and general staff positions may be activated, as well as division/group supervisor and/or unit leader level positions.</li> <li>• Examples: Large Search and Rescue, Special Events, Large Fires, Large School Incidents</li> </ul>	<p>CEMA Involvement Discretionary</p>
<p><b>Type 2</b></p>	<ul style="list-style-type: none"> <li>• This type of incident extends beyond the capabilities for local control and is expected to go into multiple operational periods.</li> <li>• Most or all of the command and general staff positions are filled.</li> <li>• A written IAP is required for each operational period.</li> <li>• Many of the functional units are needed and staffed.</li> <li>• Examples: Industrial Fires, VIP Visits, Lengthy Search and Rescue, multi-day special events, Tornadoes, Floods, Events of Regional Interest.</li> </ul>	<p>CEMA Involved</p>
<p><b>Type 1</b></p>	<ul style="list-style-type: none"> <li>• This type of incident is the most complex, requiring national resources for safe and effective management and operation.</li> <li>• All command and general staff positions are filled.</li> <li>• Operations personnel often exceed 500 per operational period and total personnel will usually exceed 1,000.</li> <li>• Branches need to be established.</li> <li>• A written incident action plan (IAP) is required for each operational period.</li> <li>• The agency administrator will have briefings, and ensure that the complexity analysis and delegation of authority are updated.</li> <li>• Use of resource advisors at the incident base is recommended.</li> <li>• There is a high impact on the local jurisdiction, requiring additional staff for office administrative and support functions.</li> <li>• Example: Hurricanes, Natural Disasters, Events of National Interest.</li> </ul>	<p>CEMA Involved</p>



#### 2.6.4 Recovery

At the onset of an emergency, actions are taken to enhance the effectiveness of recovery operations. Recovery includes both short-term activities intended to return vital life-support systems to operation, and long-term activities designed to return infrastructure systems to pre-disaster conditions. The recovery phase may also include cost recovery activities. The major objectives of the recovery period include:

- Reinstatement of family and community integrity
- Provision of essential public services
- Restoration of private and public property
- Identification of residual hazards
- Preliminary plans to mitigate future hazards
- Recovery of costs associated with response and recovery efforts
- Coordination of state and federal public and individual assistance

#### 2.7 All Hazards / Comprehensive Emergency Management

Chatham County's philosophy of emergency management is based upon the NRF, taking an all-hazards, comprehensive approach. This process allows Chatham County to establish a framework of communication, coordination and response no matter what emergency the County is facing. These inter-related actions which comprise the concept of emergency management are designed to:

- Prepare, prevents and protect against hazards;
- Respond to emergencies that occur;
- Recover and restore the community to a new normal; and
- Mitigate hazards.

Efforts related to the phases of emergency actions will take place on a continuous and scalable level based upon hazard identification, threat, vulnerability and risk to people, property, critical infrastructure and the environment.



The overall goal is to minimize the impact caused by a disaster or an emergency, creating a more disaster resilient Chatham County. It is important to remember that the emergency management process is cyclical – it is not a one-time task. Preparedness and mitigation begins well before the onset of an emergency or a disaster. Emergency management is a continual and developing process using lessons learned from previous incidents and events to improve Chatham County’s capacity to manage future incidents and events.

## 2.8 Operational Objectives

The EOP is based on the following operational considerations:

- Initially, incidents are appropriately managed at the lowest possible level.
- Chatham County will use all available resources to save lives, minimize injury to persons and minimize damage to property and the environment.
- Incident management activities will be initiated and conducted using the principles contained in NIMS.

## 2.9 Emergency Operations Center

The EOC is a critical link in the emergency response chain, enabling incident commanders to focus on the needs of the incident, serving as an information conduit between incident command and the Command Policy Group (CPG), promoting problem solving at the lowest practical level.

The EOC is the central location from which Chatham County provides interagency coordination and executive decision making in support of incident response and recovery operations. The EOC does not command or control on-scene jurisdictional response efforts but does carry out the coordination functions through:

- Developing and maintaining Situational Awareness and a Common Operating Picture for decision makers, Incident Commanders and other emergency responders.
- Managing requests, procurement, and utilization of needed resources (to include people).
- Documenting and Managing Incident Information.





### 2.9.1 EOC Locations

The Old County Courthouse EOC is designated as the County's Primary EOC, The Annex EOC is designated as the County's Alternate EOC, and the Mobile EOC is designated as the County's Mobile EOC and will be used by direction only and in some cases will supplement the Primary/Alternate EOC as an on-site resource.

### 2.9.2 EOC Activations

The EOC may be activated for various reasons based on support requirements of a jurisdiction or organization, the context of a threat, the anticipation of events, or in response to an incident. Circumstances that might trigger activation include but are not limited to:

- More than one jurisdiction becomes involved in an incident and/or the incident involves multiple agencies;
- The Incident Commander indicates an incident could expand rapidly, involve cascading effects, or require additional resources;
- A similar incident in the past required Center activation;
- The Emergency Management Agency Director or an elected or appointed official directs the EOC be activated;
- An incident either planned and/or unplanned is imminent. Examples: include but are not limited to: local scheduled special events, predictions/pending and/or forecasted hazardous/severe and tropical weather systems, anticipated river flooding, and other elevated threat levels;
- The anticipated need for support requires acquiring additional resources;
- The event(s) meet thresholds outlined in the County EOP occur; and/or
- Significant impacts to the population for any other reason(s) are anticipated.

### 2.9.3 Activation Levels

The activation level of the EOC grows in size, scope and complexity in concert with that of the incident. If the incident requires additional support and coordination, additional staff can be activated to involve more disciplines, mobilize resources, inform the public, address media inquiries, involve senior elected and appointed officials, and request outside assistance.



The EOC will function at one of three levels based upon the complexity of the incident and requirements of CEMA management. A normal steady state of the EOC is the default and considered ready for activation at a moment's notice. During normal operations (steady state), emergency management personnel maintain operational readiness by monitoring and assessing potential threats and hazards; conducting routine and ongoing coordination with other departments and agencies; developing and executing plans, training, and exercises; and maintaining facilities and equipment.

### Level 3 Active Monitoring

- An event which could impact Chatham County is possible or assistance may be needed in coordinating County resources for an actual event.
- Center is staffed with a few personnel focused on situational awareness.

### Level 2 Elevated Activation

- An event which could impact Chatham County is imminent and requires additional coordination of resources or an actual event is expected to escalate to a point where EOC coordination efforts are prudently assumed to be anticipated.
- Center is partially staffed; limited or partial liaison support (Based on the needs of the incident)

### Level 1 Full-Scale Activation

- An event which is anticipated to impact or actually occurring in Chatham where local resources and capabilities will be taxed to the point where County-wide, Regional or State resources will be required.
- All General Staff positions activated; including applicable liaison positions.
- Operations being conducted on a 24 hour basis.

## 2.10 Levels of Emergencies and Declarations

There are two basic groups of emergencies, declared and non-declared.

### 2.10.1 Non-Declared County Emergencies / Disasters

- The Chairperson, Chatham County Commissioners, or designee may direct County departments and agencies to respond to emergencies or disasters as outlined in this plan without a formal declaration of an emergency when the expectation is that local resources will be sufficient and that no reimbursement of costs will be requested.





- For significant events in Chatham County, the EOC may be activated to monitor the situation, coordinate activities among departments and agencies, and to ensure that the County is positioned to rapidly respond in the event of an incident.

### 2.10.2 Emergency Declarations

There are three levels of emergency declarations that may apply to a disaster or emergency depending upon the scope and magnitude of the event:

- **County / Local Declaration:** A local emergency declaration automatically activates the Chatham County EOP, the EOC and provides for the expeditious mobilization of County resources to respond to a major incident or event.
- **State Declaration:** A declaration of an emergency by the Governor of Georgia that includes Chatham County provides the County access to the resources and assistance of the departments and agencies of the State, including the National Guard, in the event local resources are insufficient to meet the needs. These requests for assistance are coordinated by GEMA/HS after submittal by the County EOC.
- **Federal Declaration:** The Governor of Georgia may request a federal emergency or major disaster declaration. In the event that Chatham County is declared a federal disaster area, the resources of federal departments and agencies are available to provide resources and assistance to augment those of the County and State. The state will coordinate state and federal assistance to Chatham County and the EOC will coordinate assistance throughout the County.

## 2.11 Transition from Response to Recovery

The recovery process is best described as a sequence of interdependent and often concurrent activities progressively advancing a community toward a successful recovery. Decisions made and priorities set early in the recovery process, by a community, will have a positive cascading effect on the nature and speed of the recovery progress. In fact, decisions made before a disaster can also positively impact recovery. Additional information can be found in the Disaster Recovery Plan (DRP).

Figure 1 on the next page indicates how preparedness, response, and recovery functions are related.

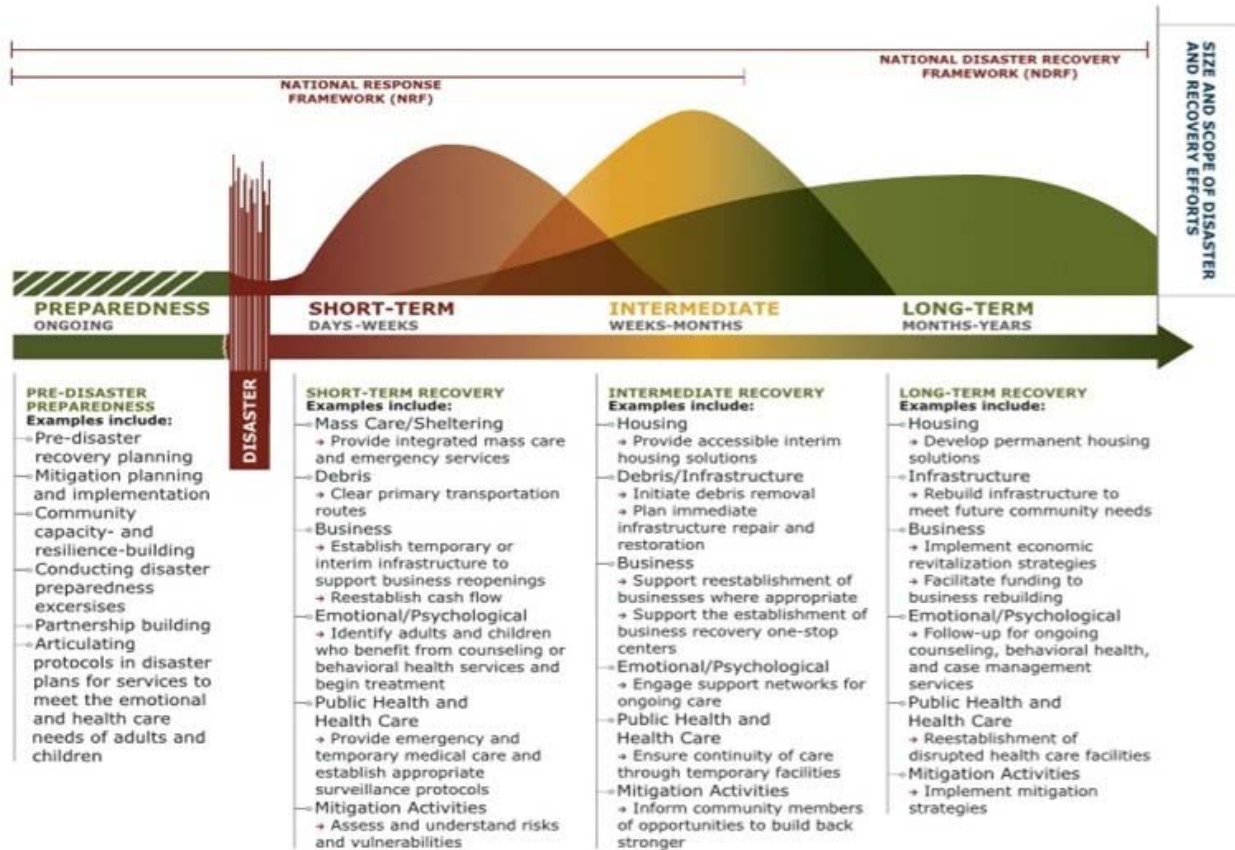


Figure 1

The transition from response to recovery is a gradual process, the pace and timing of which will depend on the circumstances. As response activities diminish, recovery activities will increase.

If the scope of the disaster dictates, a Recovery Committee will be established to manage recovery operations. The EOC Manager and Planning Section Chief will assess the need for a separate recovery organization based on the impacts of the incident, in collaboration with the other ESFs, and will make a recommendation to the CEMA Director to activate the Recovery Plan. The CEMA Director will then make a recommendation to the Command Policy Group who will activate the Recovery Plan.

### 2.11.1 Recovery Timeframes

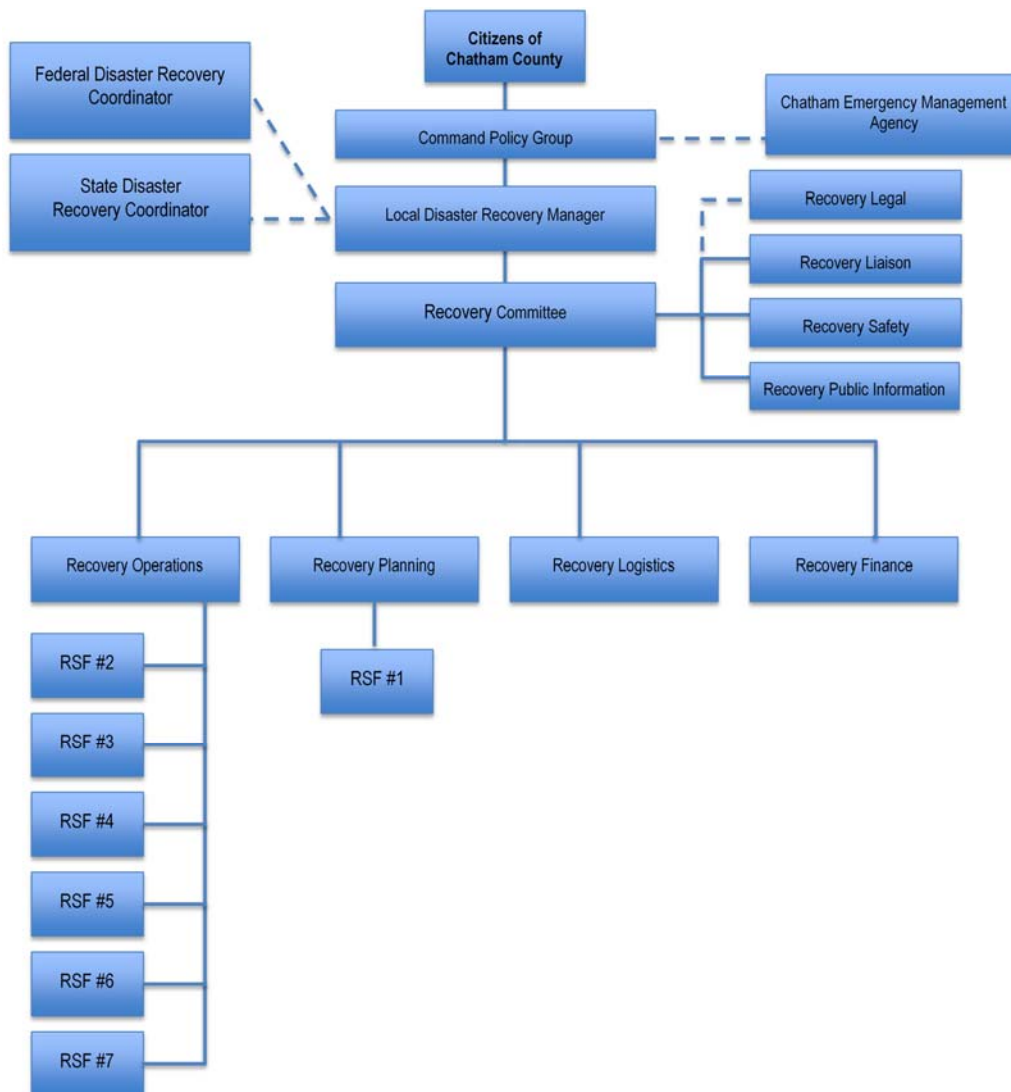
Since emergency management is a cycle, there will be overlap between response and recovery operations. Additionally, recovery operations for multiple events may take place simultaneously.

Recovery includes short-term, intermediate-term, and long-term phases.



- **Short-term recovery** concerns include managing and containing immediate impacts of an event on community systems and beginning to return these systems back to operating standards.
- **Intermediate-term recovery** involves returning individuals and families, critical infrastructure, and essential government or commercial services back to a functional state, although not necessarily to a pre-disaster state.
- **Long-term recovery** works to return to “near normal” conditions after a disaster or emergency, including restoring economic activity and rebuilding community facilities and housing. Long-term recovery can take several months or years.

### 2.11.2 Recovery Organization





## 3.0 Organization and Assignment of Responsibilities

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### 3.1 General

County agencies and response organizations may have various roles and responsibilities throughout a major emergency or disaster's duration. Therefore, it is particularly important that the local command structure be established to support response and recovery efforts and maintain a significant amount of flexibility to expand and contract as the situation changes. Typical duties and roles may also vary depending on the incident's size and severity of impacts, as well as the availability of local resources. Thus, it is imperative to develop and maintain depth of qualified staff within the command structure and response community.

The response organization of any local government is the responsibility of the jurisdiction's Chief Elected Official (CEO). It consists of all agencies and resources of that local government and applicable volunteer and private resources. The CEO may use the jurisdiction's resources and employees as necessary and alter functions of departments and personnel as necessary in response to an emergency event. The CEO maintains direction and control of all activities within that jurisdiction.

Upon activation of a Local State of Emergency, the Chatham County Emergency Operations Plan becomes active as do prudent emergency protective ordinances. The CEMA Director will coordinate actions between local governments and agencies as necessary and the direct response actions as determined by the CPG. In situations where local resources to contend with an emergency do not exist or have been depleted, the CPG, in coordination with the CEMA Director, will request state assistance.

### 3.2 Command Policy Group

During disaster situations, the CEMA Director may request the assembly of jurisdiction CEOs to discuss incident information. This unified assembly is known as the Command Policy Group. The CPG will coordinate with the CEMA Director on all emergency event information, direction and coordination. The CEMA Director has the responsibility to lead the response effort through guidance and direction of the CPG.

The Command Policy Group consists of:

- Chairperson of the Chatham County Commission
- County Manager
- Municipal Chief Elected Officials
- Municipal City Managers



- Superintendent of the Savannah-Chatham County Public Schools
- Chief Judge
- Chatham County Sheriff
- US Coast Guard Captain of the Port
- CEMA Director

### 3.3 Continuity of Operations / Government

Succession of County elected officials is outlined in the Continuity of Government (COG) Plan. Each jurisdiction is encourage to have an authorized COG plan that clearly states the orders of succession, limitations to authority and activation policy.

In the event of an incident within Chatham County, it may be necessary for county departments to activate their Continuity of Operations Plans (COOP). During COOP activations, agencies and departments should focus on limiting the interruption of services outlined in their mission essential functions.

### 3.4 Assignment of Responsibilities (General)

This section describes responsibilities or capabilities of in general terms other entities beyond direct jurisdictional control that are known to support, or are capable of supporting, disaster response or recovery within the jurisdiction.

#### 3.4.1 Individuals and Households

Taking proper protective actions is necessary during emergencies. It is the responsibility of individuals and households to:

- Be aware of the different types of warning systems and how you may be notified of an emergency situation.
- Prepare to evacuate or shelter in place.
- Develop a family reunification plan.

#### 3.4.2 Local Government

Local governments, whether cities, towns or the county are central organizations in emergency management since local government has the primary responsibility for public safety, including emergency response following an emergency or disaster.



The local government maintains control of all assets used in the response and recovery efforts, regardless of the source of those assets. Local governments must plan and prepare for this role with the support of the State and Federal governments.

### 3.4.3 State Government

The primary role of GEMA/HS is to support local emergency management activities through local EMA directors. GEMA/HS provides routine assistance to local EMAs regarding grants, hazard mitigation projects, Citizen Corps Programs, Emergency Management Performance Grant funding, planning, training, exercise and technical guidance. Additionally, GEMA/HS assists local jurisdictions by coordinating with federal officials on behalf of local jurisdictional needs.

### 3.4.4 Federal Government

When a disaster strikes and is so severe that the local governments and the State governments together cannot provide the needed resources, then the Federal government becomes the source for those resources. The Federal Emergency Management Agency (FEMA) is the Federal agency that coordinates the activation and implementation of the Federal Response Plan, so the States work with FEMA to access Federal programs and support.

### 3.4.5 Non-Governmental and Volunteer Organizations

Volunteer agencies, such as the American Red Cross, local church/synagogue congregations, and assistive organizations, such as the Salvation Army, are available to give assistance with sheltering, feeding, and other issues, as necessary.

### 3.4.6 Private Sector

Private sector organizations within the jurisdiction may assist with a wide variety of tasks based on their capabilities.

## 3.5 Assignment of Responsibilities (Specific)

### 3.5.1 Chairperson of the Chatham County Commission

- Consult with the CEMA Director and declare a Local State of Emergency, as needed.
- Consult with the CEMA Director and order evacuations, as needed.
- Enact necessary Emergency Protective Ordinances.
- Serve as, or designate a spokesperson for the emergency.





- Coordinate with other elected officials at the local, state and federal level.

### 3.5.2 Municipal Elected Officials

- Enact necessary Emergency Protective Ordinances.
- Address policy level issues and participate in meetings/briefings as appropriate.

### 3.5.3 County and Municipal Managers

- Ensure government departments respond appropriately, activating COOP plans as needed.
- Ensure all response/recovery actions are in line with current policies and procedures.
- Ensure all departments and agencies document activities, time and finances accordingly for potential reimbursement.
- Remain aware of the financial situation.
- Direct and reallocate municipal assets and resources during an emergency.

### 3.5.4 Chatham County Emergency Management Agency Director

- Coordinate EOC staffing and functioning
- Ensure Interoperable Communications
- Operations of the shelter system in conjunction with the American Red Cross
- Facilitate emergency public information
- Coordinate alert and warning systems
- Coordinate assistance from other jurisdictions, the State and Federal governments
- Manage emergency control and use of resources
- Oversee rumor control
- Manage community damage assessments



### 3.5.5 Emergency Support Functions

- The EOP applies a functional approach that groups the capabilities of municipal and county departments and some volunteer and non-government organizations into ESFs to provide the planning, support, resources, program implementation, and emergency services that are most likely to be needed during disaster or emergency incidents. The County response to actual or potential disasters or emergencies is typically provided through the full or partial activation of the ESF structure as necessary. The ESFs serve as the coordination mechanism to provide assistance to municipal governments or to County departments and agencies conducting missions of primary County responsibility.
- Each ESF is comprised of primary and support agencies. The EOP identifies primary agencies on the basis of authorities, resources, and capabilities. Support agencies are assigned based on resources and capabilities in a given functional area. The resources provided by the ESFs reflect categories identified in the NIMS. ESFs are expected to support one another in carrying out their respective roles and responsibilities. Additional discussion on roles and responsibilities of ESF primary agencies, and support agencies can be found in the introduction to the ESF Annexes.
- Note that not all disaster or emergency incidents result in the activation of all ESFs. It is possible that an incident can be adequately addressed by agencies through activation of certain EOP elements without the activation of ESFs. Similarly, operational security considerations may dictate that activation of EOP elements be kept to a minimum, particularly in the context of certain terrorism prevention activities.

### 3.5.6 Emergency Support Functions – Scope and Agency Assignments

The ESFs incorporated into the EOP and their respective concepts of operations are summarized below and explained in detail in the ESF Annexes to the EOP. Please note, this is not an exhaustive list of responsibilities.





<b>ESF</b>	<b>Scope</b>	<b>Coordinating Entity</b>
<b>1 – Transportation</b>	<ul style="list-style-type: none"> <li>Situational awareness for highway, aviation and marine systems</li> <li>Damage assessment of critical transportation systems in disaster</li> <li>Restoration and recovery of transportation infrastructure</li> <li>Evacuation and re-entry coordination</li> </ul>	Chatham County Department of Engineering
<b>2 – Communications</b>	<ul style="list-style-type: none"> <li>Coordination with telecom and IT industries</li> <li>Restoration/repair of telecom infrastructure</li> <li>Support of deployable communications</li> </ul>	Chatham County Information & Communication Systems
<b>3 – Public Works / Engineering</b>	<ul style="list-style-type: none"> <li>Debris clearance, removal and disposal coordination</li> </ul>	Chatham County Public Works
<b>4 – Firefighting</b>	<ul style="list-style-type: none"> <li>Support firefighting operations</li> </ul>	Chatham Emergency Services
<b>5 – Planning / Emergency Management</b>	<ul style="list-style-type: none"> <li>Maintain Situation Awareness and develop Common Operating Picture</li> <li>Develop Center Action Plans</li> <li>Facilitate reports to local, State and Federal agencies</li> </ul>	CEMA
<b>6 – Mass Care &amp; Sheltering</b>	<ul style="list-style-type: none"> <li><u>MASS CARE</u>: Sheltering, feeding, bulk distribution</li> <li><u>HUMAN SERVICES</u>: Implementation of disaster assistance programs for non-housing losses</li> <li><u>HOUSING</u>: Short/intermediate-term housing</li> </ul>	Chatham County DFCS
<b>7 – Logistics</b>	<ul style="list-style-type: none"> <li>Resource support (transportation, facilities, supplies, equipment, personnel)</li> <li>Coordination of mutual aid agreements</li> <li>Procurement</li> </ul>	CEMA
<b>8 – Health &amp; Medical</b>	<ul style="list-style-type: none"> <li>Hurricane Registry Evacuation</li> <li>Healthcare and medical response support</li> <li>Environmental Health &amp; Safety</li> </ul>	Chatham County Health Department
<b>9 – Search &amp; Rescue</b>	<ul style="list-style-type: none"> <li>Search &amp; Rescue operations</li> </ul>	Pooler Fire Department
<b>10 – Hazardous Materials</b>	<ul style="list-style-type: none"> <li>Hazardous Materials response</li> </ul>	Savannah Fire Department
<b>11- Agriculture / Food &amp; Water</b>	<ul style="list-style-type: none"> <li>Animal &amp; plant disease response</li> <li>Identify, secure &amp; distribute food</li> </ul>	Chatham County Health Department / CEMA
<b>12 – Energy / Utilities</b>	<ul style="list-style-type: none"> <li>Energy infrastructure and resource assessment, repair, and restoration</li> <li>Utility coordination</li> </ul>	Chatham County Public Works
<b>13 – Law Enforcement</b>	<ul style="list-style-type: none"> <li>Public safety/security support</li> <li>Support to access, traffic and crowd control</li> <li>Facility and resource security</li> </ul>	Chatham County Police Department
<b>14 – Private Sector</b>	<ul style="list-style-type: none"> <li>Private sector support and coordination</li> </ul>	CEMA / SEDA
<b>15 – External Affairs</b>	<ul style="list-style-type: none"> <li>Emergency public information and protective action guidance</li> <li>Media and community relations</li> </ul>	Chatham County Public Information Office
<b>16 – Community Alerting</b>	<ul style="list-style-type: none"> <li>Provide warnings, alerts and notifications to stakeholders</li> </ul>	CEMA
<b>17 – Damage Assessment</b>	<ul style="list-style-type: none"> <li>Infrastructure assessment, protection and emergency repair (PA DA)</li> <li>Private property assessment (IA DA)</li> </ul>	CEMA / OSRM / BSRS



ESF	Scope	Coordinating Entity
18 – Animal Services	<ul style="list-style-type: none"> <li>Animal response</li> </ul>	Chatham County Animal Services
19 – Cultural and Historical Properties	<ul style="list-style-type: none"> <li>Natural &amp; cultural resources and historic property protection and restoration</li> </ul>	Savannah Heritage Emergency Response

## 4.0 Direction, Control, and Coordination

The emergency response is coordinated utilizing NIMS/ICS, which provides a flexible, adaptable and expandable response organization to address all-hazards of varying magnitude and complexity. An EOC is activated to support field operations and ensure continuity of government when an incident threatens government services, requires additional resources beyond the capacity of the responding agency, or when resources exceed that which is available from within the jurisdiction as a whole. Communications between the field response and the EOC are established when the EOC is activated in support of field operations.

During multiple-incident situations within the county, an area command may be established to provide for the ICs at separate locations. Unified Command is an application of ICS and may be established at the field response level when more than one agency has jurisdictional responsibilities. Agencies work together through the designated members of the Unified Command to establish their designated ICs at a single ICP. Under Unified Command, entities develop a common set of objectives and strategies which provides the basis for a single Incident Action Plan.

### 4.1 Authority to Initiate Action

The Chairperson of the Chatham County Commission is responsible for declaring a local state of emergency, based on the recommendation from the CPG and the CEMA Director. Declaration of a local state of emergency automatically implements the EOP.

#### 4.1.1 Command Policy Group

In a large disaster that involves multiple agencies and complex issues, the CEMA Director may convene a CPG meeting to deliberate and advise on policy issues that arise during the event, address legal issues and resolve conflicting policies, procedures and authorities among involved jurisdictions and agencies. The CPG **does not** employ command authority or make tactical decisions regarding field level operations.

#### 4.1.2 Activation of the EOP

The authority to activate the EOP is not limited to any one County leadership position, but may vary depending on an incident and authority over the incident. Therefore, the decision to implement the EOP may be made by any of the indicated positions, or their authorized designee:

- County Manager



- Assistant County Manager
- CEMA Director

Implementation of the EOP is scalable and is dependent upon variable disaster conditions, phase of operations and resource coordination needs. The level of activation of County resource through ESFs and the staffing levels of the EOC are also flexible.

Additional EOP implementation circumstances include:

- When the Governor has declared a State of Emergency affecting Chatham County or a local jurisdiction.
- A Presidential declaration of a National Emergency.

#### 4.2 Coordination with Other Levels of Government

Chatham County has identified the jurisdictions, private non-profit (PNP) organizations, and volunteer agencies within the geographical boundaries of the county that may have an emergency response role during an emergency or disaster. Their emergency roles have been identified and provisions for coordination with each of them made. CEMA will also work with GEMA/HS to ensure they are integrated into coordination of emergency operations as appropriate.

#### 4.3 Coordination with Non-Profit and Volunteer Organizations

CEMA recognizes the valuable assistance and resources provided by NGO organizations and the importance of organizations that perform voluntary services in the community. As a result, CEMA continues to cultivate relationships with PNP organizations and has established an extensive trained volunteer base to support emergency response operations within Chatham County. The EOC will generally be a focal point for coordination of response activities with many PNPs and volunteer groups.

During an emergency, the EOC may establish communication with PNP agencies and volunteer groups through an agency representative, volunteer coordinator, or other authorized personnel. Coordination, activation, and deployment of these members may be incident driven and will follow the appropriate organization response guidelines that have been established for the specific PNP organization or volunteer group.

#### 4.4 Assistance

If the jurisdiction's own resources are insufficient or inappropriate to respond to the emergency situation, a request may be made for assistance from other jurisdictions, the State, or Federal government. Resource Requests should be submitted via WebEOC to ensure proper resource tracking and demobilization procedures.



## 5.0 Information Collection and Dissemination

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A primary objective of the EOC is the timely gathering of accurate, accessible, and consistent information during an emergency and sharing vetted intelligence to ensure coordinated timely emergency response and continuity of government. WebEOC status boards and other technologies for tracking emergency activities will be utilized. All EOC sections should maintain and display current status information so that other sections can quickly comprehend what actions have been taken, what resources are available, and to track damage status across the county. Situation reports develop a common operating picture and will be used to inform the operational objectives, priorities and strategies.

To ensure effective intelligence flow, emergency response agencies at all levels must establish communications systems and protocols to organize, integrate, and coordinate intelligence among the responding agencies. Disaster information managed by the Chatham County EOC is coordinated through agency representatives located in the EOC. These representatives collect information from and disseminate information to counterparts in the field.

The flow of situation reports among the levels of government should occur as follows:

- Field level reports disseminated to the EOC
- The EOC provides a county situation report to GEMA/HS based on field reports, EOC activities and intelligence

### 5.1 WebEOC

Chatham County uses WebEOC as its primary tool for internal communications and situational awareness during disasters. WebEOC is an online information management and communication tool that allows authorized users to view and update current incident information and request assistance.

- The Planning Section of the EOC posts all reports to WebEOC, as well as maintain critical status boards.
- All resource requests should be submitted in WebEOC to allow for thorough equipment tracking. Resources requests are submitted to the EOC and then assigned to the appropriate ESF, or sent to GEMA/HS if the request cannot be fulfilled locally.



## 5.2 Essential Elements of Information (EEI)

Persons staffing the EOC should utilize position specific job aids to encourage a proactive response effort. EEI's are listed in each job aid to assist with developing a common operating picture and identify possible future issues. EEI information can also be used to populate information in the Situational Awareness Tool (WebEOC Board) to develop a common operating picture.

## 6.0 Communications

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Per NIMS, public information is coordinated and integrated across jurisdictions and functional agencies; among Federal, State and local agencies; and with private-sector entities and nongovernmental organizations. In order to effectively ensure timely and accurate public information and alert and warning messages are disseminated systems, structures, plans, policies, and equipment must be developed and identified to accomplish these tasks.

### 6.1 Joint Information System

The Joint Information System (JIS) provides the mechanism to organize, integrate, and coordinate information to ensure timely, accurate, accessible, and consistent messaging across multiple jurisdictions and/or disciplines with nongovernmental organizations and the private sector. It includes the plans, protocols, procedures, and structures used to provide public information.

The JIS structure is used for ensuring that:

- Public Information Officer (PIO) functions are coordinated and integrated.
- A structure and system for developing and delivering coordinated interagency messages is provided.
- Public information plans and strategies on behalf of the incident management leadership can be developed, recommended, and executed.
- Leadership is effectively advised on public affairs issues that could affect a response effort, rumors and inaccurate information that could undermine public confidence are controlled and managed.

Local PIOs and established Joint Information Centers (JICs) are critical supporting elements of the JIS. A robust and competent JIS is integral to an effective and comprehensive incident management capability.

### 6.2 Joint Information Center



The Joint Information Center is:

- A central location that facilitates operation of the Joint Information System.
- A location where personnel with public information responsibilities perform critical emergency information functions, crisis communications, and public affairs functions.

### 6.3 Public Alerting and Notifications

During an emergency, ESF-15 is responsible for the dissemination of information to the public. PIOs disseminate emergency instructions and critical information to affected audiences—including governments, media, and the public—to provide messages that are accessible to all sectors of the community. Several county departments, as well as, PIOs from municipalities, PNP organizations, and private companies share in the responsibility for disseminating complete, coordinated, and correct information to the public.

### 6.4 EOC Communication Systems

The Chatham County EOC is equipped with multiple redundant communication methods allowing the sharing of situational awareness, resource status, raw intelligence and data, and alert and warning. The communication capabilities are routinely reviewed and updated as technology advances. Current communication resources in the EOC include, but are not limited to:

- WebEOC
- Land-line based phones
- Cell phones
- Satellite phones
- Radio systems
- Internet enabled computers
- Emergency Alert System
- Fax machines





## 7.0 Administration, Finance, and Logistics

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### 7.1 Documentation

Documentation is an administrative process used by a jurisdiction to document the response to and recovery from a disaster.

- Individual agencies are responsible for compiling and maintaining their own documentation through their own internal SOP's.
- Information may be compiled in WebEOC during events that require multiple agencies over several operational periods.

### 7.2 Finance

Each individual department/agency shall document the costs incurred during response and recovery operations (e.g., personnel overtime, equipment used/expended, contracts initiated) in accordance to their own internal SOP's.

### 7.3 Logistics

When local resources are exhausted and additional resources are required, resource requests will follow an established process for ordering, tracking, mobilizing, and demobilizing (WebEOC if available). Resource requests originate from municipalities, sent to the EOC, then to GEMA/HS if the resource cannot be acquired via the county EOC.

Maintenance of resources is important throughout all aspects of resource management. Maintenance prior to deployment ensures their availability and capability. Maintenance during the deployment phase ensures continued capabilities (e.g., ensuring adequate fuel supplies during use). Post-operational inspection and maintenance ensures future availability.

## 8.0 Plan Development and Maintenance

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CEMA is the executive agent for EOP management and maintenance. The EOP will be updated periodically as required to incorporate new directives and changes based on lessons learned from exercises and actual events. This section establishes procedures for interim changes and full updates of the EOP.

The EOP is developed with input from municipalities, local, state and non-governmental agencies.



## 8.1 Review and Updates

Changes include additions of new or supplementary material and deletions. No proposed change should contradict or override authorities or other plans contained in statute, order, or regulation.

### 8.1.1 Coordination and Approval

Any department or agency with assigned responsibilities under the EOP may propose a change to the plan. Chatham County Emergency Management Agency is responsible for coordinating all proposed modifications to the EOP with primary and support agencies and other stakeholders, as required. Chatham County Emergency Management Agency will coordinate review and approval for proposed modifications as required.

### 8.1.2 Notice of Change

After coordination has been accomplished, including receipt of the necessary signed approval supporting the final change language, Chatham County Emergency Management Agency will issue an official Notice of Change. The notice will specify the date, number, subject, purpose, background, and action required, and provide the change language on one or more numbered and dated insert pages that will replace the modified pages in the EOP in addition to manually logged record of changes on the form at the beginning of this plan titled: Record of Revisions. Once published, the modifications will be considered part of the EOP for operational purposes pending a formal revision and redistribution of the entire document.

### 8.1.3 Distribution

The primary distribution method of the Basic Plan and Annexes will be electronic. The EOP, ESF Annexes and other Support and Incident Annexes or guides deemed by the CEMA Director to be free of sensitive or confidential information may be publicly available online.

### 8.1.4 Redistribution of the EOP

Working toward continuous improvement, Chatham County Emergency Management Agency is responsible for an annual review and updates of the EOP and a complete revision every five years, or more frequently if the County Commission or the Georgia Emergency Management Agency deems necessary. The review and update will consider lessons learned and best practices identified during exercises and responses to actual events, and incorporate new information technologies. Chatham County Emergency Management Agency will distribute revised EOP documents for the purpose of interagency review and concurrence.





## 9.0 Authorities and References

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### 9.1 Legal Authorities

#### 9.1.1 Federal

- The Robert T. Stafford Disaster Relief and Emergency Assistance Act (P.L.93-288, as amended)
- The Disaster Mitigation Act of 2000 (P.L. 106-390)
- The Sandy Recovery Improvement Act of 2013 (P.L. 113-2) (SRIA)
- The Post Katrina Emergency Management Reform Act of 2006 (P.L.109-295)
- Presidential Decision Directive - 63, United States Policy on Protecting America's Critical Infrastructure
- Homeland Security Presidential Directive – 5 – National Incident Management System (NIMS), December 2008.
- Homeland Security Presidential Directive – 8 – National Preparedness
- Presidential Policy Directive/PPD-8: National Preparedness

#### 9.1.2 State

- Georgia Emergency Management Act of 1981. As Amended, December 1992

#### 9.1.3 Local

- The Code of Chatham County, 2012. Chapter 4, Administration, Article III, Emergency Management

### 9.2 References

#### 9.2.1 Federal

- Comprehensive Preparedness Guide (CPG) 101, Version 2.0. Developing and Maintaining Emergency Operations Plans, Nov. 2010
- Homeland Security Exercise and Evaluation Program (HSEEP), February 2007.
- National Prevention Framework, May 2013



- National Protection Framework, July 2014
- National Recovery Framework, September 2011
- National Response Framework, May 2013
- Framework for Improving Critical Infrastructure Cybersecurity, National Institute of Standards and Technology (NIST) 2014
- National Mitigation Framework, May 2013
- National Preparedness Goal (NPG), September 2011

#### 9.2.2 State

- Georgia Disaster Recovery and Redevelopment Plan (GDRRP)
- Georgia Emergency Operations Plan (GEOP)

#### 9.2.3 Local

- Chatham County Emergency Operations Plan
- Chatham County Hazard Mitigation Plan
- Chatham County Disaster Recovery Plan
- Chatham Emergency Management Agency Strategic Plan
- Chatham County Continuity of Operations Plan
- Chatham County Continuity of Government Plan



## TAB A: ACRONYMS

### ACRONYMS

BSRS	Building Safety & Regulatory Services	IA	Individual Assistance
CEMA	Chatham Emergency Management Agency	ICS	Incident Command System
CEO	Chief Elected Official	JIC	Joint Information Center
COG	Continuity of Government	JIS	Joint Information Systems
COOP	Continuity of Operations	MPC	Metropolitan Planning Commission
CPG	Command Policy Group	NGO	Non-governmental Organization
DFCS	Department of Family and Children's Services	NIMS	National Incident Management System
DRP	Disaster Recovery Plan	NRF	National Response Framework
EI	Essential Elements of Information	OSRM	Occupational Safety & Risk Management
EOC	Emergency Operations Center	PA	Public Assistance
EOP	Emergency Operations Plan	PIO	Public Information Officer
ESF	Emergency Support Function	PNP	Private Non-Profit
FEMA	Federal Emergency Management Agency	RSF	Recovery Support Function
GEMA/HS	Georgia Emergency Management Agency/Homeland Security	SEDA	Savannah Economic Development Authority
		SOP	Standard Operating Procedures



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## TAB B: PLANNING OVERVIEW

This tab describes all current plans as of resolution of the EOP. Plans may be reviewed, updated, developed or consolidated as needed. The EOP serves as a Base Plan with ESF Annexes, SOG's, Incident Annexes and Support Annexes underneath the overall umbrella of the EOP.

The Disaster Recovery Plan is a separate “umbrella plan” that provides the overarching framework for recovery, with RSF Annexes and other SOG's or Annexes as required.

## CEMA Plan Library—Overview

See CEMA Plan Library Index for descriptions of each plan

### Chatham Emergency Operations Plan (EOP)

#### Emergency Support Function Annexes

- ESF-1: Transportation
  - SOG 1-3 EAA Operations
  - SOG 1-4 Host County
  - SOG 1-6 Returnee Reception Center
- ESF-2: Communications
  - SOG 2-1 Interoperable Communications
- ESF-3: Public Works
  - App 3-1 Debris Management
- ESF-4: Firefighting
- ESF-5: Planning / Emergency Management
- ESF-6: Mass Care, Housing, and Human Services
  - SOG 6-1 General Population Sheltering
  - SOG 6-2 Critical Workforce Sheltering
  - SOG 6-3 Mass Feeding Coordination
- ESF-7: Resource Support
  - SOG 7-1 Base/Camp Coordination
  - SOG 7-3 Logistics Support Area
  - SOG 7-4 Points of Distributions
  - SOG 7-6 Emergency Fuel Management
  - SOG 7-7 Resource Management
- ESF-8: Public Health & Medical Support
  - SOG 8-1 Hurricane Registry Evacuation
  - SOG 8-2 Disaster Health & Medical Services

#### Emergency Support Functions (con't)

- ESF-9: Search and Rescue
  - SOG 9-1 Search & Rescue Coordination
  - SOG 9-2 Volunteer SAR Team
- ESF-10: Hazardous Materials
  - App 10-1 Hazmat Emergency Response
- ESF-11: Agriculture / Food & Water
- ESF-12: Energy
- ESF-13: Public Safety and Security Services
- ESF-14: Private Sector
  - SOG 14-1 Private Sector Coordination
- ESF-15: External Affairs
  - SOG 15-1 Joint Information System
  - SOG 15-2 Joint Information Center
  - SOG 15-3 Disaster Awareness Prep
  - SOG 15-4 Virtual Operations Support
- ESF-16: Community Alerting
  - SOG 16-1 Emergency Service Alerts
- ESF-17: Damage Assessment
  - SOG 17-1 Damage Assessment (PA)
  - SOG 17-2 Damage Assessment (IA)
- ESF-18: Animal Services
- ESF-19: Cultural and Historical Coordination

#### Incident Annexes

- IA-A Hurricane Incident Management
- IA-B Bridge Disruption
- IA-C Family Assistance Center
- IA-D Cyber Incident Response
- IA-H Mass Casualty Incident Management
- IA-I Flood Response Plan
- IA-J Mass Fatality Incident Management
- IA-L Comfort Station Management

#### Support Annexes

- SA-E Training and Exercise
- SA-F EOC Staff Manual

#### Partner Plans Supporting the EOP

- Coastal Health District Pandemic Plan
- Coastal Health District SNS Plan
- County Engineering Flood Mitigation Plan
- GEMA Area Threat Hazard Identification Plan

*NOTE 1: Incident Annexes E-G, Incident Annex K, and Support Annexes A-D have been archived. Content from these Annexes have either been incorporated into other documents or are no longer relevant due to operational changes or improvements.*

*NOTE 2: There are a few community plans supporting the EOP and are maintained by another entity. In these situations, CEMA is a contributor and include them as part of the EOP by reference.*



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