

# WAYNE COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Prepared by Wayne County Emergency Management



*This document provides an overview of information pertaining to the deployment, mobilization, and tactical operations of Wayne County in response to emergencies. This plan represents general guidelines, which can be modified by emergency personnel as appropriate. This plan does not create any right or duty that is enforceable in a court of law.*

PROMULGATION

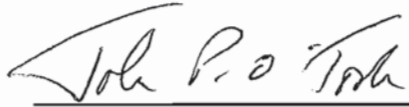
It is the responsibility of elected and appointed officials to provide the citizens of their governmental jurisdictions with required services. One of these services, required by the Superfund Amendments and Reorganization Act of 1986 (SARA) involves the development of a County Comprehensive Emergency Management Plan that will save lives and protect property in the event of a disaster. This planning includes:

- Mitigation to reduce the probability of occurrence and to minimize the effects of unavoidable incidents
- Preparation to respond to a disaster situation
- Response actions during a disaster
- Recovery operations that will insure the orderly return to normal or improved levels following a disaster

This Wayne County Comprehensive Emergency Management Plan has been developed to establish guidelines that will provide elected and appointed officials, administrative personnel, various governmental departments, and volunteer agencies with the information required to function - as a team - to insure a timely and organized response to situations arising from incidents that have or could become disasters.

As the respective Chairman of the Wayne Board of Supervisors and the Chairperson of the Wayne County Local Emergency Planning Committee (LEPC), we endorse this plan and direct all personnel involved to take appropriate actions as spelled out, herein.

  
\_\_\_\_\_  
Chairman  
Wayne Board of Supervisors

  
\_\_\_\_\_  
Chairperson  
Wayne County LEPC

Contents

Record of Changes .....6

Record of Distribution.....7

Introduction .....8

    General.....8

    Purpose.....9

    Scope .....10

    Methodology .....10

        Planning Process .....11

        Implementation of NIMS.....12

Situation .....12

    Hazard Analysis.....12

    Disaster Magnitude Class .....13

    Capability Assessment .....13

    Economic Profile.....13

    Spatial Profile .....13

    Vulnerabilities .....14

        Sector Specific Areas .....14

        Population and Demographics .....17

        Vulnerable Needs.....19

    Public Works .....19

    Public Safety .....20

    Education .....21

        Public Schools .....21

        Private Schools .....21

    Culture, Arts and Humanities .....21

    Planning Assumptions .....21

    Pets and Service Animals .....23

Roles and Responsibilities .....23

    Federal Government.....23

    State Government .....24

    County Government.....24

    Municipal Government.....26

    Special Districts and Authorities .....26

    Private Sector.....26

    Non-Government and Volunteer Organizations .....26

## **Wayne County Comprehensive Emergency Management Plan**

Hospital, Nursing Facilities and Assisted Living Facilities .....	27
School Districts.....	27
Legal Affairs Officer .....	27
Emergency Support Functions.....	27
ESF Coordinating Agency .....	27
ESF Primary Agencies .....	27
ESF Support Agencies .....	28
Citizen Involvement .....	28
Method of Operations.....	28
General.....	28
Non-Disaster Daily Operations .....	29
Emergency Operations .....	29
Field Operations.....	34
Joint Information Center .....	46
Coordination, Direction and Control.....	47
Direction and Control .....	47
Coordinating Agencies .....	48
Intergovernmental Mutual Aid.....	49
Communication .....	50
State Level.....	53
Federal Level .....	53
Joint Field Office .....	53
Prevention.....	54
Preparedness.....	54
Plan Development.....	54
Public Information .....	57
Training and Exercise .....	57
Exercise .....	58
Response .....	59
Local Emergency Operations Center (EOC).....	59
Recovery .....	60
Recovery Field Operations.....	60
Recovery Personnel.....	60
Damage Assessment .....	60
Disaster Declaration.....	62
Public Assistance (PA) and Individual Assistance (IA) Activities Declared Disasters.....	63
Disaster Recovery Centers and Staging Areas .....	64
Unmet Needs.....	64

## **Wayne County Comprehensive Emergency Management Plan**

Mitigation .....	65
Administration, Finance and Logistics .....	66
Documentation .....	66
Finance.....	67
Funding.....	67
Disaster Assistance.....	67
Tracking Local Disaster Costs.....	67
Insurance and Cost Recovery .....	67
Pet Sheltering Costs: Disaster Assistance Policy (DAP) 9523.19.....	68
Logistics .....	68
Identifying Resource Gaps .....	68
Current Capabilities.....	68
Contracting.....	69
Requesting State Assistance .....	69
Key Logistics Facilities .....	69
Pre-Staging .....	70
Fuel.....	70
Continuity of Operations / Continuity of Government.....	70
Emergency Management Director.....	70
Other Delegations of Emergency Authority.....	71
References and Authorities .....	71
Relationship to Other Plans .....	71
References: .....	71
Authorities: .....	72
Memorandums of Understanding and Agreements:.....	73
Federal.....	73
State .....	73
Local .....	73
CEMP Attachments.....	74
Emergency Support Function (ESF) Annexes .....	74
Hazard Specific Appendices .....	74
Agency to ESF Crosswalk.....	74

**Record of Changes**

All updates and revisions to the plan will be tracked and recorded in the following table. This process will ensure that the most recent version of the plan is disseminated and implemented by emergency response personnel.

Date	Change Number	Reference to changed Section	Summary of changes
6/15/2018			Original Release

## Wayne County Comprehensive Emergency Management Plan

### Record of Distribution

Copies of this plan will be provided electronically to the following Departments/Persons. Recipients will be responsible for updating their respective Emergency Operations Plan's when changes are received. The Director of Emergency Management is ultimately responsible for dissemination of all plan updates. Copies of the plan will also be maintained at Wayne County Office of Emergency Management.

Date	Department / Agency
	911
	Aging and Youth
	ALS Services
	Board of Elections
	Board of Supervisors - Chairman
	County Administrator
	County Attorney
	County Auditor
	County Clerk
	Emergency Management
	Emergency Medical Services
	Fire Coordinator
	Human Resources
	Information Technology
	Mental Health
	Nursing Home
	Planning
	Public Health
	Public Works (includes County Highway)
	Real Property Tax
	Treasurer
	Sheriff's Office
	Social Services
Other Agencies	Other Agencies
	American Red Cross
	BOCES / Schools Coordinator
	Civil Air Patrol
	Cornell Cooperative Extension
	NYS Childcare Council
	NYSDHSES - Albany
	NYSDHSES – Rochester Office
	NYSDOT - Newark
	NYS Fire
	NYS Health – Geneva Regional Office
	NYSP Troop E Emergency Management Sargent
	USDA – Farm Bureau
	Wayne Area Transportation Service
	Wayne County Humane Society
	Wayne County Soil & Water
	Wayne County Water & Sewer Authority

## Introduction

### General

Presidential Homeland Security Directives 5 and 8, enacted in 2004, require State and Local governments to adopt the fundamental principles, language and operational concepts embedded in the National Incident Management System (NIMS) and the National Response Framework (NRF) as a condition for receiving certain categories of federal support for Emergency Management. To meet these requirements, Wayne County created this Comprehensive Emergency Management Plan (CEMP).

The revised Wayne County CEMP is the product of a detailed and focused planning process that:

- Fully incorporates the NIMS concepts, principles, practice and language
- Capitalizes on the lessons learned from recent disasters
- Incorporates plans, programs and policies that have emerged since the last revision of the CEMP.

The CEMP establishes a framework through which the County may prepare for, respond to, recover from and mitigate to prevent the impacts of a wide variety of disasters that could adversely affect the health, safety and/or general welfare of the residents and emergency workers of Wayne County. The CEMP provides guidance to Wayne County officials on procedures, organization and responsibilities, which will help to prevent, minimize and/or relieve personnel hardship and property damage associated with disasters or the imminent threat thereof. This plan also provides for an integrated and coordinated county, municipal, state and federal response.

The CEMP is operation oriented and addresses communication and warning systems; rapid deployment and pre-deployment resources; evacuation and shelter operations; post disaster response and recovery activities, and clearly defines responsibilities of county, municipal, volunteer and other organizations through an Incident Management System/Emergency Support Function (ESF) approach to planning and operations.

The CEMP describes the basic strategies, assumptions and mechanics through which the County may mobilize resources and conduct activities to guide and support County Emergency Management efforts through prevention, preparedness, response, recovery and mitigation. To facilitate inter-government operations, the CEMP adopts a functional approach that groups the type of assistance to be provided under each ESF. Each ESF is headed by a primary agency, which has been selected based on its authorities, resources and capabilities in the functional area. In addition, other agencies with similar capabilities have been given support assignments to appropriate ESF(s). The ESF(s) serve as the primary operational mechanism through which County assistance is managed. Command and General staff have been assigned to support the ESF(s). County assistance will be provided to impacted communities within the County under the overall authority of Wayne County Emergency Management.

In addition to ESF(s), the County maintains the following Incident Annexes/Stand alone plans:

Railroad General Geographic Response Plan (Fire Coordinator)

- Fire Mutual Aid Plan (Fire Coordinator)
- Radiological Emergency Response (Emergency Management)
- Public Health Emergency Preparedness and Response Plan (Public Health)
- Medical Counter Measures Clinical Operations Plan (Public Health)
- Strategic National Stockpile Plan (Public Health)
- COOP (Maintained by Individual Departments)



## Wayne County Comprehensive Emergency Management Plan

- Risk Communications and an Isolation and Quarantine (Public Health)
- Pandemic Plan (Public Health)
- Mass Casualty Plan (EMS Coordinator)

In an effort to ensure that the revised CEMP was strictly aligned with the State and National preparedness guidance, the National Department of Homeland Security publications listed below were consulted and closely followed:

- The National Preparedness Guidelines (September, 2007), {superseding the March, 2005 Interim National Preparedness Goal}
- National Response Framework (January 2008)
- National Planning Scenarios (15)
- Target Capabilities List (Draft Version 2.0)
- Universal Task List (Draft Version 2.1)

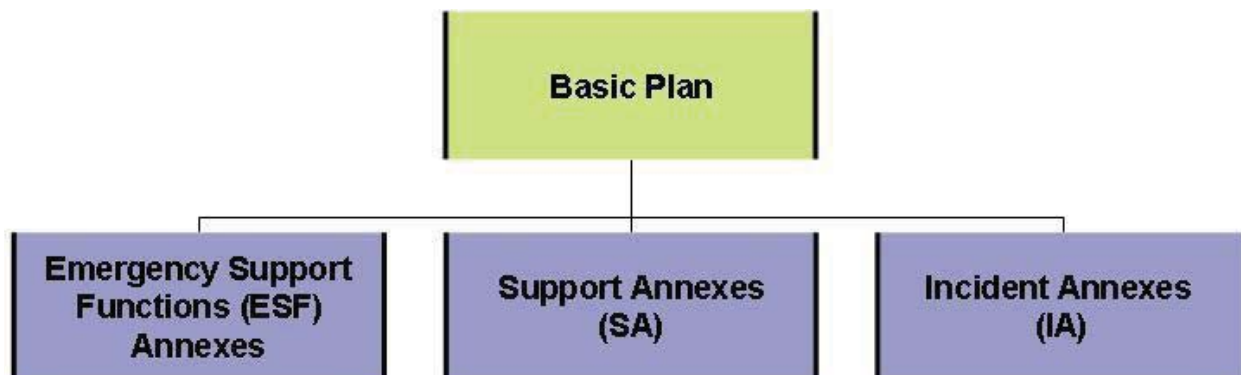
This Wayne County Comprehensive Emergency Management Plan (CEMP) supersedes all previous CEMP releases.

### **Purpose**

The purpose of the Wayne County Comprehensive Emergency Management Plan is to establish a framework for government, non-profit organizations and residents to address prevention/mitigation, preparation, response, and recovery from the effects of emergencies and disasters.



This CEMP is organized as follows:



# Wayne County Comprehensive Emergency Management Plan

---

## **Scope**

This plan identifies when and under what conditions the application or activation of this plan may become necessary.

The plan establishes fundamental policies, strategies and assumptions for a County- wide program that is guided by the principles of NIMS.

This CEMP attempts to address potential hazards and possible impacts within the County while extending an opportunity to partner with stakeholders.

The CEMP establishes a Concept of Operations spanning the direction and control of an emergency from initial monitoring through post disaster response, recovery and mitigation.

The CEMP outlines inter-agency and inter-government coordination mechanisms to facilitate delivery of immediate response and recovery assistance.

The CEMP assigns specific functions to appropriate County, municipal agencies and organizations as well as outlines methods to coordinate with the private sector, volunteer organizations, citizens and state and federal counterparts.

The CEMP identifies actions that County response and recovery organizations may take in coordination with municipal, state and federal counterparts as appropriate, regardless of the magnitude of the disaster.

## **Methodology**

The Wayne County CEMP was developed with input solicited from the following agencies and organizations:

### ***Federal:***

- NOAA National Weather Service (NWS)
- State
- Department of Homeland Security and Emergency Management
- Office of Children and Families Services
- Department of Agriculture - Division of Animal Health
- Department of Health
- Department of Transportation
- Office of Fire Prevention and Control
- NYS Police
- NYS Department of Environmental Conservation
- NYS Public Employee Safety and Health (PESH)
- Radio Amateur Civil Emergency Services (RACES)
- Wayne County Aging and Youth
- Wayne County Emergency Management
- Wayne County Emergency Medical Services
- Wayne County Fire Coordinator
- Wayne County Information Technology
- Wayne County Local Emergency Planning Committee (LEPC)
- Wayne County Mental Health
- Wayne County Planning Department
- Wayne County Public Health Department
- Wayne County Public Works
- Wayne County Sheriff Office (WCSO)
- Wayne County Social Services

### ***County:***

- 911

### ***Towns:***

## Wayne County Comprehensive Emergency Management Plan

---

- Arcadia
- Butler
- Galen
- Huron
- Lyons
- Macedon
- Marion
- Ontario
- Palmyra
- Rose
- Savannah
- Sodus
- Walworth
- Williamson
- Wolcott

### **Villages:**

- Clyde

- Newark
- Palmyra
- Red Creek
- Sodus
- Sodus Point
- Wolcott

### **Private Sector:**

- Rochester Gas and Electric
- New York State Electric and Gas
- Various Healthcare Agencies

### **Non-Profit:**

- American Red Cross (ARC)
- Civil Air Patrol
- Cornell Cooperative Extension
- Drumlins Amateur Radio Club
- Wayne County Humane Society

The CEMP's concepts were developed by Wayne County Emergency Management, in coordination with the agencies and organizations involved in emergency management activities. Each agency and organization involved is expected to have its own guidelines to implement the concept of operations.

The Wayne County CEMP is adopted by the Wayne County Board of Supervisors by resolution, which serves as the promulgation letter for the CEMP. A copy of the signed promulgation can be found in the file archive of this plan.

A Record of Changes Log is used to record all published changes as those holding copies of the CEMP receive them. The holder of the copy is responsible for making the appropriate changes and updating the Log.

A master copy of the CEMP, with a master Record of Changes Log, is maintained by Wayne County Emergency Management.

### **Planning Process**

The process used by Wayne County has been designed to ensure that all stakeholders have an opportunity to participate in the development of the CEMP and the CEMP is based on the best information available. To this end, the planning process is based on the following planning principles:

- Planning should be community-based, representing the whole community and their needs
- Planning should include participation from all stakeholders in the community
- Planning uses a logical and analytical problem-solving process to help address the complexity and uncertainty inherent in potential hazards
- Planning attempts to consider all hazards and threats
- Planning should be flexible enough to address both traditional and catastrophic incidents
- Time, uncertainty, risk and experience influence planning
- Effective plans tell those with operational responsibilities what to consider to do and why it should be considered
- Planning is fundamentally a process to manage risk

## Wayne County Comprehensive Emergency Management Plan

- Planning is one of the key components of the preparedness cycle of planning, organizing, training, equipping, exercising, evaluating, and taking corrective actions

### **Implementation of NIMS**

The Wayne County CEMP implements NIMS by:

- Using ICS and the multi-agency coordination system (MACS) to manage and support all incidents
- Integrating all response agencies and entities into a single, seamless system
- Establishing a public information plan (ESF-15)
- Identifying and characterizing resources according to established standards and types
- Promoting the need for all personnel to be trained properly for the job they perform
- Ensuring interoperability, accessibility and redundancy of communications

## Situation

This section of the plan summarizes the hazards that could potentially affect Wayne County. The hazards and risk analysis addresses the major hazards to which the County is vulnerable, outlines the assumptions that were considered in the planning process, and defines disaster magnitude classifications that should trigger county response under NIMS.

A hazard and risk assessment was conducted as part of the County Emergency Preparedness Assessment.

### **Hazard Analysis**

On December 13, 2017, Wayne County participated in an update of the NYSDHSES sponsored County Emergency Preparedness Assessment which was originally created on May 21, 2015. This assessment included a review by a multijurisdictional group of representatives from throughout the County who analyzed hazards potentially affecting Wayne County and used HAZNY as part of the CEPA to rate each hazard based on the group's assessment. The assessment was developed from historical data of events that have occurred, and specifically examines:

- Probability (frequency) of event
- Magnitude of event
- Expected warning time before event
- Expected duration of event

The results of the hazard analysis are shown in the table below:

Hazard	Likelihood	Consequence	Relative Risk Score
Severe Winter Snowstorms	Very High	High	20
Ice Storms (at least a ½ inch or more)	High	Very High	20
Flooding	High	High	16
Severe Wind/Tornado	High	High	16
Active Shooter	Medium	Very High	15
Cyber Attack	Medium	Very High	15
Pandemic	Medium	High	12
HazMat Release	Medium	High	12
HazMat Release – In Transit	Medium	High	12
Major Transportation Accident	Medium	High	12
Critical Infrastructure Failure (Bridge Failure)	Medium	High	12
Major Fires (non-Wildfires)	High	Medium	12

## Wayne County Comprehensive Emergency Management Plan

Animal Disease/Foreign Animal Disease	Medium	Medium	9
Sustained Power Outage (3 days or more)	Medium	Medium	9
Drought	Low	High	8
Hurricanes/Tropical Storm (Wind and surge)	Low	High	8
Extreme Temperatures	High	Low	8
Biological Agent Release	Low	High	8
Improvised Explosive Device (IED)/Vehicle Born IED	Low	High	8
Radiological Dispersal Device (RDD)	Low	High	8
Food Contamination	Low	High	8
Washouts	High	Low	8
Radiological Release (Fixed-Site)	Low	High	8
Improvised Nuclear Device (IND)	Very Low	Very High	5
Earthquakes	Very Low	High	4
Wildfire	Low	Low	4
Landslides	Very Low	Low	2

### Disaster Magnitude Class

This is an all-hazards CEMP and addresses minor, major and catastrophic disasters. These levels of disaster are defined as:

- **Catastrophic Disaster:** A disaster that will require massive State and Federal assistance, including immediate military involvement. State and Federal assistance will involve response as well as recovery assets.
- **Major Disaster:** A disaster that will likely exceed local capability and require a broad range of State and Federal assistance. The Federal Emergency Management Agency (FEMA) will be notified. Potential State and Federal assistance will be predominantly recovery oriented.
- **Minor Disaster:** A disaster that will likely be within the response capability of local government and will result in only a minimal need for State or Federal assistance.

### Capability Assessment

Currently capability assessments are performed by DHSES in Wayne County with wide input accepted from key stakeholders. The process is called County Emergency Preparedness Assessment. On December 13, 2017, Wayne County participated in a NYSDHSES sponsored County Emergency Preparedness Assessment. The results of the Preparedness Assessment guide future investments in planning, training, exercising and resources.

### Economic Profile

As of 2016, there were 1,7426 total employer establishments and 4,018 non-employer establishments in Wayne County. The largest employers within the County are within the agriculture and manufacturing industries. Other major employers include County government, R.E Ginna Nuclear Power Plant and Newark-Wayne Community Hospital.

Manufacturing accounts for 16.3% of Wayne County employment – almost double the national percentage (8.8%). Large manufacturers, as well as the health care industry commonly run three shift operations. Wayne County has three major manufacturers that supply goods and services to the military. Wayne County also has a large presence of dairy, crop, and apple farms and is the state’s top producer of apples, the second largest grower nationally.

### Spatial Profile

Wayne County is in the western part of New York State, east of Rochester and northwest of Syracuse. It is on the south shore of Lake Ontario, forming part of the northern border of the United States with Canada. The Erie Canal transits the southern edge of the County. There is

## **Wayne County Comprehensive Emergency Management Plan**

also a number of rivers, creeks and marsh lands. Wayne County has 604 square land miles. Approximately 56% of the County's total square mileage is covered by water. The land of the County is level or slightly rolling, except for the drumlins, long ridges of hills extending north and south, created by the receding ice sheet. It has a general slope northward toward Lake Ontario. From the lake southward, there is a fairly uniform rise to what is known as "the Ridge". This is an elevation extending across Wayne County from east to west and continuing on even beyond the state boundary. The County is known for its rich farm land and is the State's top producer of apples. Drainage of the northern portion of Wayne County is by way of the Lake Ontario drainage basin (HUC #041401), drainage of the southern portion of the County is via the Seneca River/Canal Drainage Basin (HUC #041402).

### **Vulnerabilities**

Vulnerabilities have been identified for the Wayne County Comprehensive Emergency Management Plan as part of the County Preparedness Assessment.

### ***Sector Specific Areas***

#### ***Agriculture and Food Sector***

There are multiple crop and dairy farms located throughout the County.

#### ***Banking and Finance Sector***

There are 10 banks and 2 credit unions that serve Wayne County with approximately 30 branches. These branches are located in ten communities across Wayne County.

Source: <http://www.honestlynow.com>

#### ***Chemicals and Hazardous Materials Sector***

There are a number of fixed site chemical manufacturers and/or distributors in Wayne County. There are also four (4) rail lines that service the County, including three freight lines and one passenger line (AMTRAK). Included in this is thirty-five miles of CSX mainline (each direction). Wayne County is the host county of the Robert E. Ginna Nuclear Power Plant.

Natural Gas Pipelines traverse the County. Bulk storage terminals are also located in Wayne County for gasoline, propane, and fuel oil.

See ESF-10 – Oil and Hazardous Material Response Annex and the Wayne County Radiological Emergency Response Plan and Railroad General Geographic Response Plan for more detailed information.

#### ***Commercial Facilities Sector***

Lodging facilities range in size from bed and breakfast accommodations to smaller (50 rooms or less) hotels located across the county.

There are over 30 special events in Wayne County that draw between 2,000 and 7,000 (Sodus Point Independence Day Fireworks) attendees annually.

#### ***Communications Sector***

All of Wayne County's business areas are serviced by high speed internet, via either DSL (Verizon), Fiber (Time Warner Communications or Finger Lakes Technology Group), or Cable (Time Warner Communications). Landline telephone service is provided by Verizon throughout Wayne County. Wireless carriers in Wayne County include Verizon Wireless as the predominate carrier, and to a lesser extent, AT&T, Sprint, & T-Mobile.



## **Wayne County Comprehensive Emergency Management Plan**

The following radio stations, although located outside of Wayne County, are the LP-1 radio stations as defined in the NYS EAS Plan.

EAS Radio Stations covering Wayne County (LP-1):

- WHAM 1180 AM; 50 kW; ROCHESTER, NY
- WDWI 100.5 FM; ROCHESTER, NY
- WJZR 105.9 FM; ROCHESTER, NY
- WPXY 97.9 FM; ROCHESTER, NY

EAS Radio Stations covering Wayne County (LP-2):

- WHTK 1280 AM; 5 kW; ROCHESTER, NY

EAS Radio Stations physically located in Wayne County (PN):

- WACK 1420 AM NEWARK, NY
- WUUF 103.5FM NEWARK, NY
- WZXV 99.7 FM PALMYRA, NY

Refer to NYS EAS Plan Operational Area 4 – Rochester for a listing of all other radio and television stations whose broadcast range extends into Wayne County.

### ***Critical Manufacturing Sector***

- Robert E. Ginna Nuclear Power Plant
- Advanced Atomization Technologies (military)
- Thomas Electronics (military)
- Dynalec Corporation (military)

### ***Dams Sector***

Wayne County has 88 dams, of which two are Type C, three are Type B, and the balance are Type C or Type 0.

*Hazard Code = C*

- Village of Red Creek; Red Creek; 43.2469444444, -76.7216666667
- Town of Macedon; Erie Canal; 43.0638888889, -77.2505555556

*Hazard Code = B*

- Town of Walworth; Black Creek; 43.1313888889, -77.2980555556
- Town of Lyons; Erie Canal; 43.0622222222, -76.9975
- Town of Galen; Erie Canal; 43.0597222222, -76.8380555556

Reference: Emergency Plan for each respective dam.

### ***Emergency Services Sector***

The county has over one hundred commissioned personnel in law enforcement. Most law enforcement personnel are trained to at least the HazMat first responder awareness level in accordance with 29 CFR 1910.120. The Sheriff's Office provides law enforcement in the unincorporated sections of the county. Municipal police departments provide law enforcement in one town and eight villages. The Office of the District Attorney will prosecute offenses that occur within Wayne County.

There are twenty nine volunteer fire departments within the County.

## **Wayne County Comprehensive Emergency Management Plan**

---

There are fourteen (14) EMS agencies within the County.

Wayne County Emergency Communications is the Public Safety Answering Point (PSAP) for 9-1-1 calls in Wayne County and provides dispatch services for all of the aforementioned agencies.

Wayne County Emergency Management exists to help citizens and local governments mitigate against, prepare for, respond to and recover from all types of emergencies and disasters (natural, technological, and national security). The EOC is a state-of-the-art media room having 36 multi-agency workstations with expansion capability along with a room for Public Information Officers and a Command Room. The EOC utilizes WebEOC Crisis Information Management Software to manage disasters. The Radio Amateur Civil Emergency Service (RACES) room is located adjacent to the EOC and is supported by volunteer ham radio operators. The Fire Coordinator's division provides fixed and mobile cascade services, a Foam Trailer, and a Technical Decon Trailer. The EMS Coordinator's division provides an MCI Trailer.

### ***Energy Sector***

Wayne County is serviced by three different divisions of Iberdrola. NYSEG services the southern central portion of the county. The Rochester office of RG&E serves the western portion of the county, and the Sodus office of RG&E serves the northern and eastern portions of the county. The county is also host to the Robert E. Ginna nuclear power plant located in Ontario, NY.

### ***County Government Facilities Sector***

Major County Facilities include the following:

- 9 Pearl Street – County Clerk, Economic Development and Planning, Tourism, Historian
- 16 William Street – Information Technology, Treasurer's Office, Real Property Tax
- 26 Church Street – County Administration and Board Chambers
- 54 Broad Street - County, Surrogate, & Family Court
- 77 Water Street – Social Services
- 1519 Nye Road – Aging & Youth, Mental Health, Public Health
- 1529 Nye Road – Nursing Home
- 7227 Route 31 – Public Works
- 7336 Route 31 - Jail
- 7376 Route 31 – Public Safety, Sheriff's Office, Probation, Veterans, Board of Elections

### ***Educational Institutions***

There are eleven public school districts plus two Wayne – Finger Lakes Board of Cooperative Educational Services (BOCES) sites located in Wayne County. This includes over 38 school buildings and an average attendance of 14,698 students daily. There are also six private schools. Finger Lakes Community College has a campus location in Newark, NY.

### ***Healthcare and Public Health Sector***

- Wayne County Hospital:
- Newark Wayne Community Hospital (120 Beds)
- Other facilities:
  - UR Medicine Urgent Care – Newark, NY
  - Wolcott Medical Center (Rochester General) – Wolcott, NY
  - Dialysis Center – Newark, NY

Wayne County relies on the following Level I trauma centers that are located outside of Wayne County:

- Upstate University Hospital



## Wayne County Comprehensive Emergency Management Plan

- University of Rochester Medical Center (Strong)

These hospitals also serve as Burn Centers.

### **Water Sector**

Wayne County is serviced, in part, by the Wayne County Water & Sewer Authority. The Authority currently operates and maintains water systems which supply water within the Towns of Arcadia, Butler, Huron, Lyons, Macedon, Marion, Palmyra, Sodus, Walworth and Wolcott. The Authority also supplies water on a wholesale basis to the Village of Macedon and the Cayuga County Water and Sewer Authority. The facilities in the water system are either owned by the Authority or leased from other municipalities or water districts.

Additionally, the following municipalities have independent water systems, not connected to the WCWSA system: Towns of Ontario, Rose, Savannah, and Williamson; Villages of Clyde and Red Creek.

Most of the rural areas of the county are serviced by private wells.

### **Special Infrastructure Locations**

Facility Summary for Comprehensive Emergency Management Plan					
Facility Type	Facility Name	Address	City	State	Zip
Helicopter Landing Zone	Newark-Wayne Hospital		Newark	NY	14513
Points of Dispersing	Lyons High School	10 Clyde Road	Lyons	NY	14489
Points of Dispersing	Marion High School	4034 Warner Rd	Marion	NY	14505
Points of Dispersing	North Rose – Wolcott High School	11631 Salter-Colvin Rd	Wolcott	NY	14590
Points of Dispersing	Wayne Central High School	6200 Ontario Center Rd	Ontario Center	NY	14520
Points of Dispersing	Williamson High School	5891 Route 21	Williamson	NY	14589
Warning Point	Wayne County 911 Center	7376 Route 31	Lyons	NY	14513
Emergency Operations Center	Wayne County Emergency Management	7376 Route 31	Lyons	NY	14513

### **Population and Demographics**

The total county population was estimated to be 90,670 as of July 1, 2017, a decrease of 3.1% since 2010. The population is distributed among 23 political subdivisions and in 2017 there were 155 people per square mile.

Jurisdiction	2010
Arcadia Town <i>Includes Newark Village</i>	14,244
Butler Town	2,064
Galen Town	4,290

## Wayne County Comprehensive Emergency Management Plan

<i>Includes Clyde Village</i>	
Huron Town	2,118
Lyons Town	5,682
Macedon Town	9,148
Marion Town	4,746
Ontario Town	10,136
Palmyra Town	7,975
<i>Includes Palmyra Village</i>	
Rose Town	2,369
Savannah Town	1,730
Sodus Town	8,384
<i>Includes Sodus and Sodus Point Villages</i>	
Walworth Town	9,449
Williamson Town	6,984
Wolcott Town	4,453
<i>Includes Wolcott and Red Creek Villages</i>	
Clyde Village	2,093
Newark Village	9,145
Palmyra Village	3,536
Red Creek Village	532
Sodus Village	1,819
Sodus Point Village	900
Wolcott Village	1,701

Approximately 15% of the County's population are students. During the summer months, it is estimated that between two thousand and three thousand migrant workers reside within the County during certain times of the year. The migrant population resides primarily in the towns that border Lake Ontario due to the favorable apple growing conditions there. The predominant language changes on a regular basis due to varying countries of origin for the migrant communities.

There are also notable population swells during the summer months due to tourism. These population variances are taken into consideration in the appropriate ESF's.

Select U.S. Census Data for Wayne County	
Populate estimate, July 1, 2017	90,670
Population, 2010	93,750
Population, percent change, 2010 to 2015	-3.1%
Population, 2000	93,772
Persons under 5 years old, percent, 2015	5.4%
Persons under 18 years old, percent, 2015	21.9%
Persons 65 years old and over, percent, 2015	17%
Language other than English spoken at home, percentage of persons age five years and older	4.6%
Veterans, 2010-2014	6,664
Mean travel time to work (minutes), workers age 16 and older	23.9
Housing units, 2015	41,447
Homeownership rate, 2010-2014	78%
Housing units in multi-unit structures	19%
Median value of owner-occupied housing units, 2010-	\$110,400

## Wayne County Comprehensive Emergency Management Plan

2014	
Persons per household, 2010-2014	2.49
Median household income, 2014	\$51,597
Persons below poverty level, percent, 2009	12.9%

### ***Vulnerable Needs***

Wayne County recognizes the need to provide universal accessibility during an emergency or disaster. Wayne County Emergency Management maintains a voluntary registry of vulnerable residents that may require special assistance during a disaster. ESF Annexes within this plan outline or identify guidance to better assist supporting vulnerable needs populations. Wayne County understands that at times the best support for such needs is to request assistance from regional and/or state partners. Specifically the following will be addressed in this CEMP:

- Identification of Vulnerable populations: Basic Plan, Vulnerable Needs Planning System
- Notification: ESF-2
- Evacuation and Transportation: ESF-1
- Sheltering: ESF-6
- First aid and medical care: ESF-8
- Temporary lodging and housing: ESF-6
- Transition back to the community: ESF-14
- Recovery: ESF-14

### **Public Works**

1,556 miles of road wind through the County including over and around dozens of drumlins. State roads include State Routes 350, 21, 88, 14, 414, 89, 104 & 31. Roads may be maintained by State, County, Town, or Village Highway Departments. The following table breaks down road mileage by municipality by maintainer:

Town/Village	County Highway	Town Highway	State Outside Village	State Inside Village	Village Streets (Except State)	Total
Arcadia Town	38.40	80.57	11.58			130.55
Butler Town	22.87	55.24	10.58			88.69
Galen Town	31.27	74.78	13.88			119.93
Huron Town	30.71	79.09	7.55			87.35
Lyons Town	24.32	67.66	14.70			82.48
Macedon Town	23.39	63.08	15.96			94.49
Marion Town	22.40	45.23	5.35			72.98
Ontario Town	25.54	43.74	8.03			77.31
Palmyra Town	23.58	48.89	9.85			82.32
Rose Town	20.18	50.53	5.15			75.86
Savannah Town	19.83	45.27	12.20			77.30
Sodus Town	47.59	86.55	21.00			155.14
Walworth Town	19.77	56.12	9.98			85.87
Williamson Town	29.01	47.50	8.55			85.06
Wolcott Town	27.52	48.57	9.95			86.04
Clyde Village				4.30	14.39	18.69
Newark Village				5.38	44.66	50.04
Palmyra Village				3.35	10.99	14.34

## Wayne County Comprehensive Emergency Management Plan

Red Creek Village				1.28	3.25	4.53
Sodus Village				0.87	7.34	8.21
Sodus Point Village				2.20	8.67	10.87
Wolcott Village				0.00	15.53	15.53
<b>Totals</b>	<b>406.38</b>	<b>856.99</b>	<b>162.20</b>	<b>19.49</b>	<b>110.66</b>	<b>1555.72</b>

### Public Safety

The following is a list of public safety agencies within Wayne County. They include law enforcement, emergency medical services and fire departments:

- Wayne County Sheriff's Office
- New York State Police
- Clyde Village Police Department
- Macedon Town Police Department
- Newark Village Police Department
- Palmyra Village Police Department
- Sodus Village Police Department
- Sodus Point Village Police Department
- Wolcott Village Police Department
- Clyde Ambulance
- Finger Lakes Ambulance (Palmyra)
- Lakeshore Volunteer Ambulance (Wolcott & Red Creek)
- Lyons Town Ambulance
- Macedon Town Ambulance
- Marion Volunteer Ambulance
- Newark Arcadia Volunteer Ambulance
- Ontario Volunteer Emergency Squad
- Silver Waters Community Ambulance (Sodus Point)
- Sodus Town Ambulance
- Union Hill Volunteer Ambulance Corps
- Walworth Volunteer Ambulance
- Wayne County ALS Services
- Williamson Volunteer Ambulance Service
- Alton Fire Department
- Clyde Fire Department (also has non-transporting EMS response)
- East Palmyra Fire Department
- East Williamson Fire Department
- Eastern Wayne Emergency Medical Services
- Fairville Fire Department (also volunteer ambulance service)
- Lincoln Fire Department
- Lyons Fire Department (also has non-transporting EMS response)
- Macedon Center Fire Department
- Marion Fire Department
- Newark Fire Department
- North Rose Fire Department
- Ontario Fire Department
- Palmyra Fire Department
- Pultneyville Fire Department
- Red Creek Fire Department (also has non-transporting EMS first response)
- Rose Fire Department
- Savannah Fire Department
- Sodus Fire Department
- South Butler Fire Department
- Sodus Center Fire Department
- Sodus Point Fire Department
- Union Hill Fire Department
- Wallington Fire Department
- Walworth Fire Department
- West Walworth Fire Department
- Williamson Fire Department
- Wolcott Fire Department
- Marbletown Fire Department
- South Macedon Fire Department (also has non-transporting EMS first response)

# Wayne County Comprehensive Emergency Management Plan

---

## **Education**

### ***Public Schools***

- Clyde-Savannah Central School, 215 Glasgow St., Clyde, NY 14433
- Gananda Central School, 1500 Dayspring Ridge, Walworth, NY 14568
- Lyons Central School, 10 Clyde Rd., Lyons, NY 14489
- Marion Central School, 4034 Warner Road, Marion, NY 14506
- Newark Central School, 100 E. Miller St., Newark, NY 14513
- North-Rose Wolcott Central School, 11631 Salter-Colvin Rd, Wolcott, NY 14590
- Palmyra-Macedon Central School, 151 Hyde Parkway, Palmyra, NY 14522
- Red Creek Central School, South Street, Red Creek, NY 13143
- Sodus Central School, Sodus, NY
- Wayne Central School, 6200 Ontario Center Road, Ontario Center, NY 14520
- Williamson Central School, 4184 Miller St, Williamson, NY 14589
- Williamson Campus, BOCES 4400 Ridge Rd, Williamson, NY 14589

### ***Private Schools***

- East Palmyra Christian School, 2023 E. Palmyra Port Gibson Rd., Palmyra, NY 14522
- Gravel Ridge Mennonite School, 8980 Schwab Road, Lyons, New York 14489
- Clyde Mennonite Parochial School, 1851 River Rd, Clyde, NY 14433
- Rose Valley Mennonite School, 3277 Lakes Corners Rose Valley Road, Clyde, NY 14433
- Grave Ridge Mennonite School, 1005 Old Pre-emption Road, Lyons, NY 14489
- Amish school, 8240 Burton Road, Lyons, NY 14489
- Amish school, 10156 Watson Road, Clyde, NY 14433
- Heritage Baptist Christian School 2367 Palmyra Marion Rd., Palmyra, NY 14522
- Marantha Christian School, 8721 Travell Knapps Corner Rd., Lyons, NY 14489
- Palmyra Christian Academy, 1206 Canandaigua Rd, Palmyra, NY 14522

## **Culture, Arts and Humanities**

There are several mass gatherings that occur annually, including the County Fair, 8-10 large community festivals and summertime lake tourism. Most of these gatherings are under 5000 in attendance and consequently do not require event emergency plans. Wayne County features over 26 museums. Details can be found at (<http://www.waynecountytourism.com/museums/>).

## **Planning Assumptions**

The preparation of the CEMP was guided by several assumptions that address a range of issues that potentially impact response and recovery capabilities and the concept of operations. These assumptions include:

- The County will continue to be exposed to the hazards noted above as well as others that may develop in the future.
- NYS is a home rule state. Incidents are managed at the lowest possible geographic, organizational and jurisdictional level.
- A disaster may occur with little or no warning, and may escalate more rapidly than the ability of local government to effectively respond.
- Outside assistance will be available in most emergency situations affecting the County. Although this plan outlines guidelines for coordinating such assistance, it is essential for the County to be prepared to carry out disaster response and short-term actions on an independent basis for at least 72 hours.
- Achieving and maintaining effective citizen and community preparedness reduces the immediate demands on response organizations. This level of preparedness requires

## Wayne County Comprehensive Emergency Management Plan

---

continued public awareness and education programs to ensure citizens will take appropriate advance actions to reduce their vulnerability, especially during the initial days (first 72 hours) after disaster impact.

- Disasters may involve multiple jurisdictions simultaneously impacting the County.
- Disasters will require significant information sharing across jurisdictions and between the public/private sectors(s).
- Wayne County will utilize available resources fully before requesting state and/or federal assistance.
- Mutual Aid Agreements will be implemented in those instances when locally available resources are depleted or need augmentation.
- The County will coordinate all public information activities during an emergency.
- Disasters may attract a sizeable influx of spontaneous volunteers and donations.
- Widespread damage to commercial telecommunications facilities may occur and the ability of governmental response and emergency response agencies to communicate may be impaired.
- Homes, public buildings, and other critical facilities and equipment may be destroyed or severely damaged.
- Debris may make streets and highways impassable, seriously impeding the movement of emergency supplies and resources.
- Public utilities may be damaged and may be either fully or partially inoperable.
- Many County emergency personnel may be victims of the emergency, preventing them from performing their assigned emergency duties.
- Numerous separate hazardous conditions and other emergencies could result from the major event, further complicating the response efforts.
- People may be forced from their homes and large numbers of people may be killed or injured.
- Many victims may be in life-threatening situations requiring immediate rescue and medical care.
- There may be shortages of a wide variety of supplies necessary for emergency survival.
- Hospitals, nursing homes, pharmacies and other health/medical facilities may be severely damaged or destroyed; and the number of victims requiring medical attention may overwhelm those that do remain in operation.
- Normal food processing and distribution capabilities may be severely damaged or destroyed.
- Damage to fixed facilities that generate, produce, use, store or dispose of hazardous materials could result in the release of hazardous materials into the environment.
- Near-total disruption of energy sources and prolonged electric power failures may occur.
- Initially, emergency response should focus on lifesaving activities. County officials should work toward restoring order and control in the disaster area.
- In major and catastrophic disasters the Wayne County EOC may become the central control point for County response and recovery activities.
- The Wayne County EOC may be activated and staffed with agencies organized into specific ESFs. The coordinating agency for each support function is responsible for coordinating the planning and response activities for all the agencies of the function.
- The County may coordinate with State and Federal personnel to expedite recovery.
- Damage assessments should be conducted as soon as weather or the situation permits.
- The County will work to reduce its vulnerability and risk to hazards through proactive mitigation actions and activities.
- All levels of government share the responsibility for working together in mitigating, preparing for, responding to, and recovering from disasters. The emergency plans and procedures referred to in the Wayne County CEMP should be maintained by those



## **Wayne County Comprehensive Emergency Management Plan**

organizations having responsibility, are in coordination with the CEMP, and should be exercised on a regular basis.

- Those individuals and organizations with responsibilities identified in the CEMP (or in plans that are in support of the CEMP) are sufficiently trained in the duties outlined in the CEMP and ESF's and are prepared to perform their respective responsibilities.

### **Pets and Service Animals**

This plan takes into consideration the needs of individuals with disabilities relying on service animals. The Americans with Disabilities Act (ADA) protects the rights of all individuals with disabilities and requires that State and local governments comply with Title II of the ADA in the emergency and disaster-related programs, services, and activities they provide.

The sheltering and protection of companion animals are the primary responsibility of their owners. When owners are unable to provide for the care and needs of their household pets and service animals, the local jurisdictions will provide assistance as outlined in the Pets Evacuation and Transportation Standards Act of 2006 (PETS) and FEMA DAP 9523.19. The Pets Evacuation and Transportation Standards Act of 2006 requires that local governments plan for sheltering and care of household pets and service animals during emergencies where shelters are established. Wayne County has included pet sheltering as part of ESF 6: Mass Sheltering Annex. The following is specifically addressed in ESF 6:

- Pre-event planning
- Animal sheltering operations
- Animal registration and return
- Coordination with human shelters

### ***FEMA Disaster Assistance Policy 9523.19***

The Policy identifies the expenses related to state and local governments' emergency pet evacuation and sheltering activities that are eligible for reimbursement following a major disaster declaration under Category B, Emergency Protective Measures, and provisions of the Public Assistance Program. The terms household pet, service animal, and congregate household pet shelters are defined. The policy details eligible reimbursements related to shelter facilities, supplies and commodities, eligible labor, equipment, emergency veterinary services, transportation, shelter safety and security, cleaning and restoration, and the removal and disposal of animal carcasses.

## **Roles and Responsibilities**

### **Federal Government**

The federal government is responsible for:

- Minimizing the possibility of terrorist attacks within the United States through the Department of Homeland Security; reducing the vulnerability of the nation to terrorism, natural disasters, and other emergencies; and minimizing the damage and assisting in the recovery from emergencies.
- Providing emergency response on federally owned or controlled property, such as military installations and federal prisons.
- Providing federal assistance as directed by the President of the United States under the coordination of the United States Department of Homeland Security, Federal Emergency Management Agency and in accordance with National Response Frameworks.
- Identifying and coordinating provision of assistance under other federal statutory authorities.

## **Wayne County Comprehensive Emergency Management Plan**

---

- Providing assistance to the State and local governments for response to and recovery from a commercial radiological incident consistent with guidelines as established in the current Federal Radiological Emergency Response Plan and the National Response Framework.
- Managing and resolving issues pertaining to a mass influx of illegal aliens.
- Providing repatriation assistance to U.S. citizens (including noncombatants of the U.S. Department of Defense) evacuated from overseas areas The U.S. Department of Health and Human Services (DHHS), in coordination with other designated federal departments and agencies, is responsible for providing such assistance.

### **State Government**

As the State's Chief Executive, the Governor is responsible for the public safety and welfare of the people of New York. The Governor:

- Is responsible for coordinating State resources to address the full spectrum of actions to prevent, prepare for, respond to, and recover from incidents in an all-hazards context to include terrorism, natural disasters, accidents, and other contingencies.
- Has power to make, amend, and rescind orders and regulations under a Governor's emergency declaration.
- Provides leadership and plays a key role in communicating to the public and in helping people, businesses, and organizations cope with the consequences of any type of declared emergency within New York State.
- Encourages participation in mutual aid and implements authorities for the State to enter into mutual aid agreements with other States, tribes, and territories to facilitate resource-sharing.
- Is the Commander-in-Chief of State military forces (National Guard when in State Active Duty or Title 32 Status and the authorized State militias).
- Requests Federal assistance when it becomes clear that State capabilities will be insufficient or have been exceeded or exhausted.
- The New York State Department of Homeland Security and Emergency Services is responsible for implementing policy decisions relating to emergency management. These decisions are then relayed to the tasked state agencies. Those emergencies relating to local matters will be coordinated with local emergency management coordinators.

The New York State Department of Homeland Security and Emergency Services is responsible for implementing policy decisions relating to emergency management. These decisions are then relayed to the tasked state agencies. Those emergencies relating to local matters will be coordinated with local emergency management coordinators.

### **County Government**

Wayne County is governed by a Board of Supervisors, composed of the town supervisors from each of the county's fifteen towns. The Board's Chairman is selected from amongst the supervisors.

The Chairman of the County Board of Supervisors is primarily responsible for:

- Controlling the use of all County-owned resources and facilities for disaster response.
- Declaring a local state of emergency in consultation with the Emergency Manager, County Administrator and County Attorney including promulgating emergency orders and waiving local laws, ordinances and regulations.
- Providing assistance at the request of other local governments both within and outside Wayne County.

County government is responsible for:



## **Wayne County Comprehensive Emergency Management Plan**

---

- Maintaining an emergency management program at the county level involving all government, private and volunteer organizations which have responsibilities in the comprehensive emergency management system within the county.
- Coordinating the emergency management needs of all municipalities within the county and working to establish intra-county Mutual Aid Agreements to render emergency assistance.
- Coordinating mutual aid activities within Wayne County to ensure the provision of supplemental emergency aid and assistance.
- Maintaining an emergency management program that is designed to avoid, reduce and mitigate the effects of hazards through the enforcement of policies, standards and regulations.
- Requesting assistance from other counties and the State when it appears that the incident will escalate beyond the capability of County resources.
- Train damage assessment teams and coordinate efforts with overall damage assessment process.
- Maintaining cost and expenditure reports associated with disasters, including resources mobilized as a result of Mutual Aid Agreements.
- Coordinating public information activities during disasters.
- Developing and maintaining systems to coordinate the provision of shelters and mass care to those displaced by disasters.

Wayne County Departments have specific responsibilities during disasters and/or during EOC activations. The everyday organizational structure of Wayne County government remains in effect during disaster situations. However, certain functions of various departments may be modified or suspended to meet the needs of the disaster situation.

All County departments have the following common responsibilities:

- Supporting EOC operations to ensure the County is providing for the public safety and protection of the citizens it serves.
- Establishing in writing, an ongoing line of succession of authority for each department (Continuity of Operations Planning); this document must be made known to department employees, and a copy must be filed with the Office of Emergency Management.
- Developing alert and notification guidelines for department personnel.
- Developing operating guidelines to implement assigned duties specified by this plan.
- Tracking incident-related costs incurred by the department.
- Establishing internal lines of succession of authority.
- Ensuring that vehicles and other equipment are equipped and ready.
- Identifying critical functions and developing guidelines for maintaining and/or reestablishing services provided to the public and other County departments.
- Assigning personnel to the EOC, as charged by this plan.
- Developing and implement guidelines for protecting vital records, materials, and facilities.
- Promoting family preparedness among employees.
- Ensuring that staff completes any NIMS required training.
- Ensuring that department plans and SOGs incorporate NIMS components, principles, and policies.
- Allowing staff time for preparedness training and participation in exercises.

### ***Other Agency Responsibilities***

Other County department and agency heads not assigned a specific function in this plan will be prepared to make their resources (to include personnel) available for emergency duty at the direction of the County Administrator and/or Chairman of the Board of Supervisors.

# **Wayne County Comprehensive Emergency Management Plan**

## **Municipal Government**

Towns and Villages are responsible for ensuring the safety and well-being of their citizens, as well as providing initial response, within local capabilities, in the case of emergency/disaster events. At a minimum, towns and villages should establish emergency response policies and guidelines for their jurisdiction. Specific responsibilities of towns and villages should include:

- Coordinate and integrate emergency management activities of the town or village with county emergency management through all phases of emergency management (mitigation, preparedness, response, & recovery).
- Provide Wayne County Emergency Management with current copies of the town or village CEMP (or SOGs), emergency contact information, and lists of critical resources.
- Ensure incident management activities will be initiated and conducted using the concepts and principles identified by the National Incident Management System (NIMS).
- Implementing policies and decisions of the local governing body.
- Ensure all responders have the appropriate level of NIMS and hazardous materials training.
- Ensure that Wayne County Emergency Management is kept informed of situations that require (or may potentially require) countywide coordination and/or the activation of the Wayne County EOC.
- Ensure that, during a disaster, response activities (including requests for assistance, and public information efforts) are coordinated with Wayne County and that situation reports, damage assessments, and requests for County, State and/or Federal assistance are channeled through Wayne County Emergency Management.

## **Special Districts and Authorities**

Special districts (such as Soil and Water Conservation, Wayne County Water & Sewer Authority, Fire and EMS, and School) are responsible for providing Agency Representatives to Wayne County to support emergency management capabilities. Special districts that involve inter-jurisdictional authority can provide resources and services to support other functionally related systems in times of disaster.

## **Private Sector**

It is encouraged that members of the Private Sector:

- Coordinate with government agencies to ensure a broad and comprehensive coverage of assistance during emergencies. This includes providing Agency Representatives to Wayne County to support emergency management capabilities.
- Provide and coordinate relief not provided by government on a complimentary and supplementary basis.
- Certain organizations are required by existing law and regulation to bear the cost of planning and response to incidents, regardless of cause.
- Unless the response role is inherently governmental (e.g., law enforcement, etc.), private-sector organizations are encouraged to develop and maintain capabilities to respond to and manage a complete spectrum of incidents and emergencies.
- Develop Mutual Aid Agreements and Memorandums of Understanding for actions performed during emergencies.

## **Non-Government and Volunteer Organizations**

- Coordinate with government agencies to ensure a broad and comprehensive coverage of assistance and relief during emergencies. This includes providing Agency Representatives to Wayne County to support emergency management capabilities.
- Provide and coordinate relief not provided by government on a complementary and supplementary basis.

## **Wayne County Comprehensive Emergency Management Plan**

---

- Develop Mutual Aid Agreements and Memorandums of Understanding of duties and areas of responsibilities to be performed during an emergency.

### **Hospital, Nursing Facilities and Assisted Living Facilities**

These facilities are responsible for the safety and well-being of visitors and tenants to their facilities. They have a state mandate to maintain an emergency operations plan, a copy of which should be supplied to the Wayne County Emergency Management Office.

### **School Districts**

School districts are responsible for the safety and well-being of students, staff & visitors to their facilities. Emergency plans should be developed taking into account those hazards to which schools might reasonably be exposed. The districts are encouraged to be proactive in developing and implementing these plans.

### **Legal Affairs Officer**

The Wayne County Attorney's Office is responsible for providing legal advice and guidance to Wayne County Emergency Management and the Wayne County Board of Supervisors pertaining to all emergency management issues and concerns. The staffing of this position is the responsibility of the Wayne County Attorney's Office. The Wayne County Attorney's Office Legal Affairs Officer is responsible for supporting requests about actions that require a legal opinion regarding jurisdictional policy and authority by ordinances, statutes and under state and federal laws (e.g., evacuations, quarantines, etc.)

### **Emergency Support Functions**

#### ***ESF Coordinating Agency***

The ESF coordinator is the agency/organization with coordination responsibilities for the assigned ESF throughout the preparedness, response, and recovery phases of incident management. Responsibilities of the ESF coordinator include:

- Coordination before, during, and after an incident, including pre-incident planning and coordination.
- Maintaining ongoing contact with ESF primary and support agencies.
- Conducting periodic ESF meetings and conference calls.
- Coordinating efforts with corresponding private-sector organizations.
- Coordinating ESF activities relating to catastrophic incident planning and critical infrastructure preparedness, as appropriate.
- Managing mission assignments and coordinating with primary and support agencies, as well as appropriate State officials, operations centers, and agencies.
- Ensuring financial and property accountability for ESF activities.

#### ***ESF Primary Agencies***

An agency designated as an ESF primary agency is chosen on the basis of its authorities, resources, and/or capabilities. When an ESF is activated in response to an incident, the primary agency is responsible for:

- Supporting the ESF coordinator and coordinating closely with the other primary and support agencies.
- Providing staff for the operations at fixed and field facilities.
- Notifying and requesting assistance from support agencies.
- Working with appropriate private-sector organizations to maximize use of all available resources.

## **Wayne County Comprehensive Emergency Management Plan**

- Support and keep other ESFs and organizational elements informed of ESF operational priorities and activities.
- Conducting situational and periodic readiness assessments.
- Executing contracts and procuring goods and services as needed.
- Participate in planning for short- and long-term incident management and recovery operations.
- Maintaining trained personnel to support interagency emergency response and support teams.
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

### ***ESF Support Agencies***

Support agencies are those entities with specific capabilities or resources that support the primary agency in executing the responsibilities of the ESF. When an ESF is activated, support agencies are responsible for:

- Conducting operations, when requested by the EOC consistent with their own authority and resources.
- Participate in planning for short- and long-term incident management and recovery operations and the development of supporting operational plans, SOGs, checklists, or other job aids, in concert with existing first-responder standards.
- Assisting in situational assessments.
- Furnishing available personnel, equipment, or other resource support as requested by the EOC.
- Providing input to periodic readiness assessments.
- Maintaining trained personnel to support interagency emergency response and support teams.
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

### **Citizen Involvement**

The public is responsible for preparing for disasters just as the various levels of government do. Specifically, individual, family, and/or business plans need to be developed and maintained to ensure the appropriate level of preparedness. There are a variety of resources available, such as ready.gov or prepare.ny.gov.

Strong partnerships with citizen groups and organizations provide support for incident management prevention, preparedness, response, recovery, and mitigation.

Vulnerable needs population citizens are encouraged to register their information with Wayne County Emergency Management for disaster planning and response purposes.

## **Method of Operations**

### **General**

Wayne County uses the nearest appropriate responder concept (likely to be a county, municipal or state resource) when responding to a threat, event, or disaster. In most situations, Wayne County agencies will be the first and primary responders, and will be required to exceed their abilities or deplete their resources before requesting state assistance. Under some rare circumstances state or federal agencies may have the primary jurisdiction for the overall response

## **Wayne County Comprehensive Emergency Management Plan**

effort. However Wayne County resources will likely provide the first response for all incidents impacting the jurisdictions.

### ***Non-Disaster Daily Operations***

Day to day operations of Wayne County, absent of a declaration of State or Local Disaster Emergency is under the authority of the local governing body.

A proactive day-to-day disaster planning process is in place using the following resources:

- Local Emergency Planning Committee (LEPC) meetings
- The LEPC prepares regional hazardous materials emergency plans that indicate the facilities that use, produce, or store hazardous substances that are present in the jurisdiction.

The LEPC also serves as the repository for regional reports filed under Title III of the Emergency Planning and Community Right-To-Know Act of 1986 (EPCRA). The LEPC directs regional Title III implementation activities and performs associated outreach functions to increase awareness and understanding of and compliance with the EPCRA program.

It is the responsibility of the governments of Wayne County and its communities to protect life and property from the effects of hazardous events. This Plan is based on the concept that emergency functions of responding agencies will generally parallel their normal, day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency. Efforts that would normally be required of those functions will be re-directed to accomplish the emergency task assigned.

This plan provides assistance in day-to-day operations by providing each agency their responsibilities during an emergency. This allows agencies to construct programs, strategies and methods which allow day-to-day responsibilities to compliment emergency operations.

### ***Emergency Operations***

In accordance with Section 24 of NYS Executive Law Article 2-B, the Chief Elected Official of the county or any village or town may declare a local state of emergency within any part or all of the territorial limits of such local government. Such declaration shall be based on the judgment that a local state of emergency is necessary to deal with a current or imminent emergency/disaster situation.

Wayne County Emergency Management will be responsible for preparing any disaster declarations. A declaration of a local state of emergency shall implement the response and recovery elements of this plan and any applicable emergency operations plans. Subject to Section 24 of NYS Executive Law, Article 2-B, the Chairman of the Wayne County Board of Supervisors or the Chief Elected Official of a local municipality may issue any local emergency order deemed necessary for the efficient and effective management of the emergency, for the protection of life and property, or for the general public health and welfare in their jurisdiction.

The Wayne County CEMP may be activated by the following positions in order of succession:

1. The Chairman of the Wayne County Board of Supervisors
2. The Chairman of the Wayne County Public Safety Committee
3. The Director of Wayne County Emergency Management
4. Any of the designated Emergency Management Duty Officers



## Wayne County Comprehensive Emergency Management Plan

---

### **Response**

The organized structure for response to an emergency/disaster is under the leadership of the Wayne County Board of Supervisors who appoints the Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) overall coordination authority for the incident. The agencies, through the ESF structure, operate from the Wayne County EOC and support Wayne County Emergency Management. The management structure designated to respond to emergency/disasters is coordinated by the staff of Wayne County Emergency Management.

Initial and subsequent notification guidelines have been provided to the 24-hour Wayne County Warning Point for initial contacts based on the type of event. Additional notifications are made as requested by the Incident Commander or Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator).

Disaster response and recovery agencies identify resources, training needs, or planning activities to Wayne County Emergency Management. The Wayne County EOC will be activated for actual or potential events that threaten Wayne County. The level of activation will be determined by the Wayne County Emergency Manager based on the emergency or disaster event.

The following are possible criteria for activation of the Wayne County EOC:

- A threat (or potential threat) increases the risk in Wayne County
- Coordination of response activities are needed
- Resource coordination is needed to respond to an event
- Conditions are uncertain or could possibly escalate
- A County emergency/disaster declaration is made
- At the discretion of any of the individuals authorized to activate the EOC

The Wayne County EOC may be activated or deactivated by Wayne County Emergency Manager or designee.

The Wayne County EOC utilizes three (3) levels of activation:

- **Level 3 – Normal Operations / Steady State:** Activities that are normal for the EOC when no incident or specific risk or hazard has been identified. Routine watch and warning activities.
- **Level 2 - Partial-Activation:** Certain EOC team members/organizations are activated to monitor a credible threat, risk, or hazard and/or to support the response to a new and potentially evolving incident. Essential ESFs are represented in the Wayne County EOC. The situation may extend beyond the regular workday and require round-the-clock monitoring.
- **Level 1 - Full-Scale Activation:** EOC team is activated, including personnel from all assisting agencies, to support the response to a major incident or credible threat. An event with the potential for or actual significant property damage and/or threat to human life could trigger a Level 1 activation. It requires full activation of the EOC on a 24-hour rotational basis. All EOC agencies are required to staff during Level 1 activations. Staffed two shifts per day, beginning at 8:00 a.m. and ending at 8:00 p.m. All agencies present are able to assist with requests for technical support and resource assistance. Information is gathered for submission to NYS for State and possible federal assistance. State and federal elements may also be co-located within the EOC. Emergency management personnel and essential ESFs are represented in the Wayne County EOC at all times. A local state of emergency is being considered or has been issued.

## Wayne County Comprehensive Emergency Management Plan

---

The Wayne County EOC is located at:  
Wayne County Public Safety Building  
7376 Route 31  
Suite 2000  
Lyons, NY 14489

The facility serves as the coordination, command and control center for Wayne County, is staffed when the need arises. The Wayne County 911 Center, located within the same building, serves as the 24-hour Wayne County Warning Point for initial notification and warning of emergencies and disasters.

Wayne County operates under the ESF concept. Each ESF contained in this plan identifies the coordinating, primary and support agencies required to carry out the responsibilities of the ESF. These agencies are responsible for preparing additional operating guides, checklists, staffing patterns or resource requirements needed to complete their assignments. Each agency is responsible for carrying out the tasks assigned by this CEMP, with the coordinating agency having primary responsibility for coordinating that effort. A comprehensive list of ESFs and their responsibilities can be found as an attachment to this plan.

During activation, the Wayne County EOC provides the core emergency function coordination, communication, resource ordering and tracking; information collection, analysis and dissemination; multi-agency coordination and joint information coordination. Field Operations will be managed through the Incident Command System (ICS) and is discussed below.

### ***EOC Organizational Structure***

The EOC staffing level and composition is contingent on the specific requirements of an incident. The organizational structure of the EOC is modular, extending to incorporate all elements necessary for the type, size, scope, and complexity of a given incident. While any configuration of functional units may be used in the EOC, the core organizational structure of the EOC is organized by Sections and ESF teams. While an organizational chart is provided below, the various functional elements are activated based on need. The organizational structure can be condensed, expanded, or reconfigured as needed.

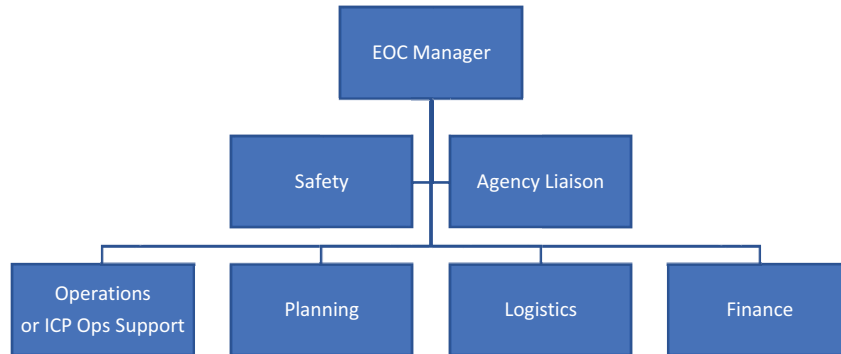
While the structure is flexible, it is always organized around five core functions:

- **EOC Management:** This component is responsible for the overall disaster policy and coordination. Specific functions include oversight of the EOC and coordinates public information with ESF 15. EOC Management is led by the EOC manager. This position is staffed by a designated responsible agency.
- **Operations Section:** The purpose of this section is to support field operations and coordinate countywide response activities through the development and implementation of an Incident Action Plan. This section is led by the Operations Section Coordinator which is staffed by a designated responsible agency.
- **Planning Section:** The purpose of this section is to collect, evaluate, process, and disseminate information for use in the EOC. This section is led by the Planning Section Coordinator which is staffed by a designated responsible agency.
- **Logistics Section:** This section supports operational activities through the provision of supplies, equipment, facilities, personnel, mutual aid, and other support and services necessary for disaster response and recovery. This section is led by the Logistic Sections Coordinator which is staffed by a designated responsible agency.

## Wayne County Comprehensive Emergency Management Plan

- **Finance Section:** The finance section is responsible for the coordination of the financial planning, operations, and reporting services. This section is led by the Finance Section Coordinator which is staffed by Wayne County Purchasing Department.

### EOC ICS Organization – Basic



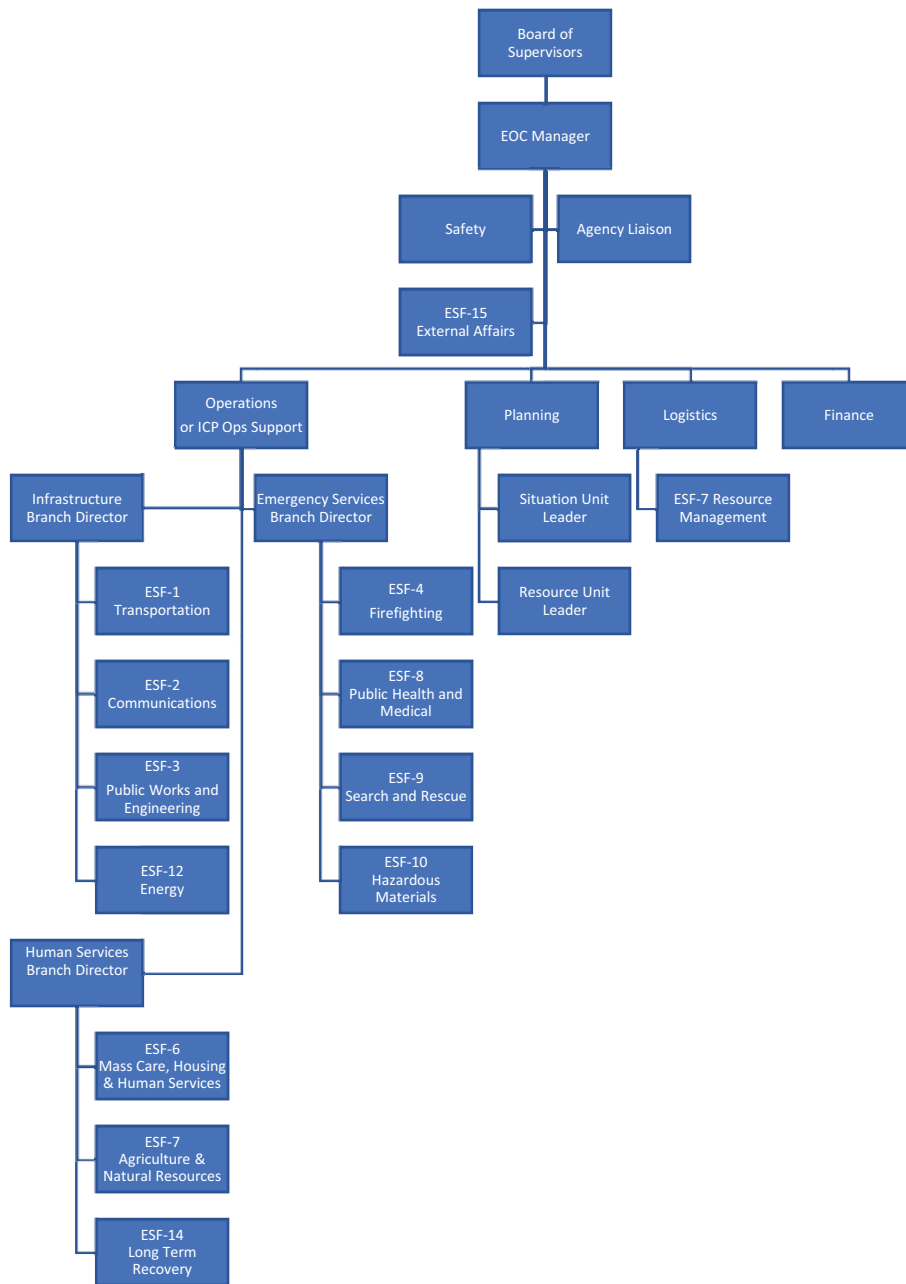
The EOC will perform a primary operational role in disasters that have a broad geographic impact across the county, such as ice storms or when there is widespread flooding, evacuations and downed debris. Operations functions may be managed from a Command Post when the emergency affects a limited area or specific site. When a Command Post has been established, the EOC is commonly called upon to undertake planning, logistics and finance functions in support of the emergency response, since it is not always necessary or practical to perform these functions from the Command Post.

Significant coordination and communication between the EOC and companion ICS functions at the Command Post are essential to avoid conflicts and duplication.



# Wayne County Comprehensive Emergency Management Plan

---



Each agency responding will report back to the Wayne County EOC through their liaison or Agency Rep who is the Point of Contact (POC) for each respective agency or organization in either a single or Unified Command Structure. These reports are later synchronized and

## **Wayne County Comprehensive Emergency Management Plan**

---

information is provided to mutual aid partners, adjacent counties, and the New York State Department of Homeland Security and Emergency Services (DHSES) to provide visibility of emergency operations.

During the response phase and upon declaration of a local state of emergency, the Chief Elected Official has the ultimate authority for the incident. The Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) will coordinate with State, Federal and other outside agencies. Wayne County Emergency Management provides updated disaster status reports directly to DHSES through regional staff or NY Responds.

### ***Field Operations***

Field Operations will be managed through the Incident Command System (ICS). ICS utilizes common terminology; is modular and scalable; incorporates measurable objectives; provides for a manageable span of control; and relies on the Incident Action Plan (IAP) as the principal tool for communicating and carrying out operational objectives in an incident. The incident may be controlled by local emergency responders or with other agencies through the mutual aid system. If the resources available at the field response level are not sufficient to mitigate the situation, the Incident Commander may request, through appropriate channels, that the Wayne County EOC be activated to support the field operations.

Response to an incident by single discipline agencies (i.e., fire, law enforcement, EMS) will utilize a single Incident Commander within the ICS structure. As the incident progresses to include multiple jurisdictions and disciplines, a Unified Command may be used to the extent possible, and as deemed necessary.

During a single discipline response to an incident, the first on-scene emergency responder will take the necessary steps to establish command. These steps may include:

- Establishing an Incident Command Post (ICP)
- Reporting scene size-up
- Activating the appropriate ICS organizational elements required for incident management
- Delegating authority within the ICS organizational structure
- Developing incident objectives on which subsequent incident action planning will be based.

Command may be transferred when a more qualified individual arrives on scene.

Each agency deploying to the field will report back to the Wayne County EOC through the most appropriate method, which may be either their Agency Representative, ESF Coordinator or 911.

### ***Command Staff***

- Public Information Officer
- Safety Officer
- Liaison Officer

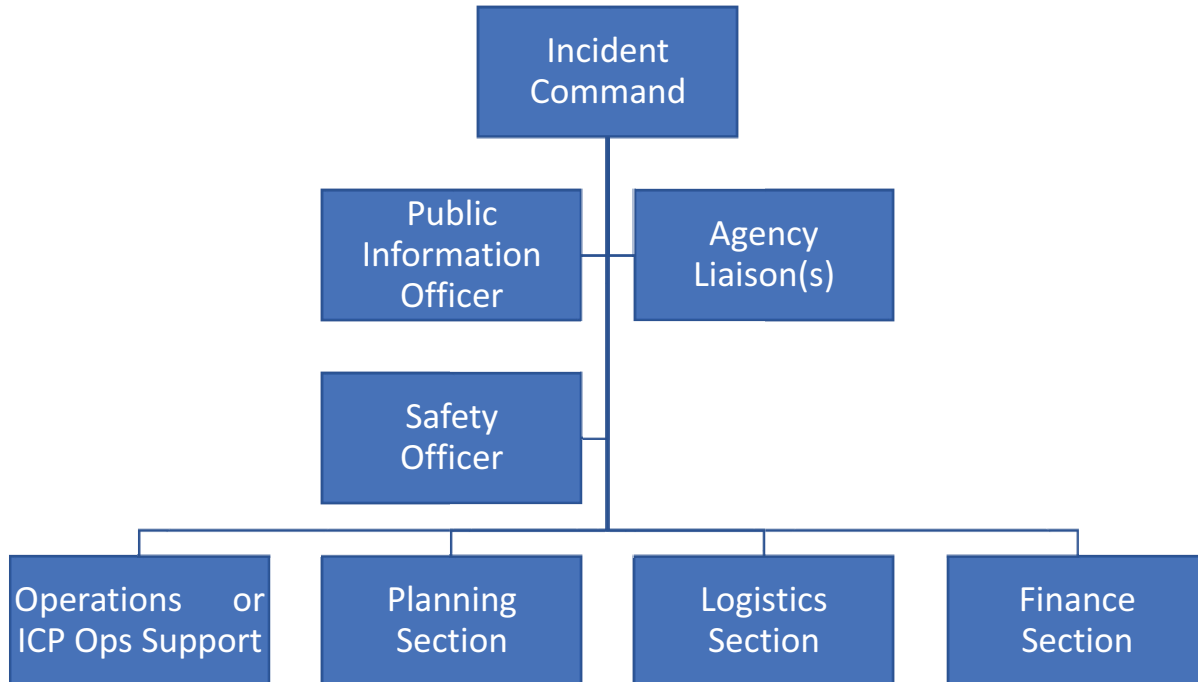
The Command Staff function will be conducted in two ways: 1) as a Single Command (used when an incident occurs within single jurisdiction, and there is no jurisdictional or agency overlap, and a single IC can be designated); or 2) Unified Command (used when there are multiple agencies and multiple jurisdictions, and a single set of objectives need to be developed to guide incident management).

### ***General Staff***

- Operations Section

## Wayne County Comprehensive Emergency Management Plan

- Planning Section
- Logistics Section
- Finance / Administration Section



The scope, direction, and control of these sections will follow established ICS guidelines.

### **Area of Operations**

An area of operations will be established by the Incident Commander. This will vary depending on the size and magnitude of the event. Once established, or changes made to an existing area of operations, it should be communicated to all responders.

### **Area Command**

An Area Command (AC) will be activated if an incident is not site specific (i.e., pandemic outbreaks), the incident is extremely large and involves multiple response organizations, or there are multiple incidents that are being handled by separate response organizations. If the incidents are multi-jurisdictional, then a UC will be established within the AC. Therefore, the AC has the responsibility to:

- Set overall incident-related priorities
- Allocate critical resources according to priorities
- Ensure that incidents are properly managed
- Ensure that incident management objectives are met and do not conflict with each other or with agency policy
- Identify critical resource needs and report them to EOCs and/or multi-agency coordination entities
- Ensure that short-term emergency recovery is coordinated to assist in the transition to full recovery operations

## **Wayne County Comprehensive Emergency Management Plan**

---

### ***Multi-Agency Coordination (MAC) Center***

A key component of NIMS is the development of a multi-agency coordination (MAC) system that integrates the operations and functions of the Wayne County EOC and field operations, guided by the principles embedded in the Incident Command System. In most cases, emergencies are handled by local fire departments, law enforcement agencies, medical service agencies, and the 911 communication/dispatch center; but in larger emergencies or disasters, additional coordination support is required. In these situations, entities such as the Wayne County EOC may be deemed MAC centers having critical roles in an emergency.

The County's incident management responsibility is directed and managed through Wayne County Emergency Management. As a MAC entity, Wayne County Emergency Management will coordinate and manage disaster operations through the Wayne County EOC to:

- Ensure that each agency involved in incident management activities is providing appropriate situational awareness and resource status information to the Wayne County EOC
- Establish priorities between incidents and/or Area Commands in concert with the Incident Command or Unified Command involved
- Acquire and allocate resources required by incident management personnel in coordination with the priorities established by the IC or UC
- Anticipate and identify future resource requirements
- Coordinate and resolve policy issues arising from the incident(s)
- Provide strategic coordination as required
- Coordinate briefings, message tracking, situational reports, and establish a common operating picture

Following an incident, plans, guidelines, communications, staffing and other capabilities necessary for improved incident management are coordinated through Wayne County Emergency Management utilizing tasks and functions similar to those found in a Field Operating Guide. These tasks are accomplished by the Wayne County EOC by ensuring the ability to perform four core functions:

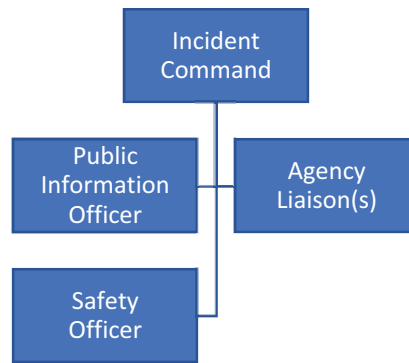
- Coordination
- Communications (that are reliable and contain built-in redundancies)
- Resource dispatch and tracking
- Information collection, analysis, and dissemination

### ***Command Staff***

The Command Staff function will be conducted in two ways: 1) as a Single Command (used when an incident occurs within single jurisdiction, and there is no jurisdictional or agency overlap, and a single IC can be designated); or 2) Unified Command (used when there are multiple agencies and multiple jurisdictions, and a single set of objectives need to be developed to guide incident management).

## Wayne County Comprehensive Emergency Management Plan

---



### ***Command Staff Typical Activities***

- Declares a state of emergency
- Approves Mutual Aid Agreements with other agencies
- Approves memorandums of understanding with resource providers
- Keeps the executive officials informed of all actions
- Ensures County/Town/Village government agencies are providing critical emergency services
- Acts as the County Emergency Response Team (ERT) Leader/ICS Commander
- Directs activation of the CEMP and local EOC
- Responsible for coordinating the re-entry process and guidelines
- In a localized disaster, declares a state of special emergency
- Directs the evacuation of affected areas
- Directs opening of shelters for evacuees
- Coordinates with all agencies involved in the emergency or disaster
- Requests State and Federal assistance as needed
- Coordinates resource requests
- Monitors warning systems
- In major disasters, directs evacuation
- Serves as point of contact for representatives from other governmental agencies or private entities
- Drafts emergency resolutions and ordinances for executive approval
- Provides legal review of all pertinent documents
- Provides legal advice for emergency functions pertinent to the County
- Coordinates news releases and interfaces with the public and media
- Develops accurate and complete information on the incident
- Maintains close contact with media on public information and other PIOs
- Provides space near EOC for media representatives
- Monitors the incident operations and advises the Incident Commander on all matters relating to operational safety

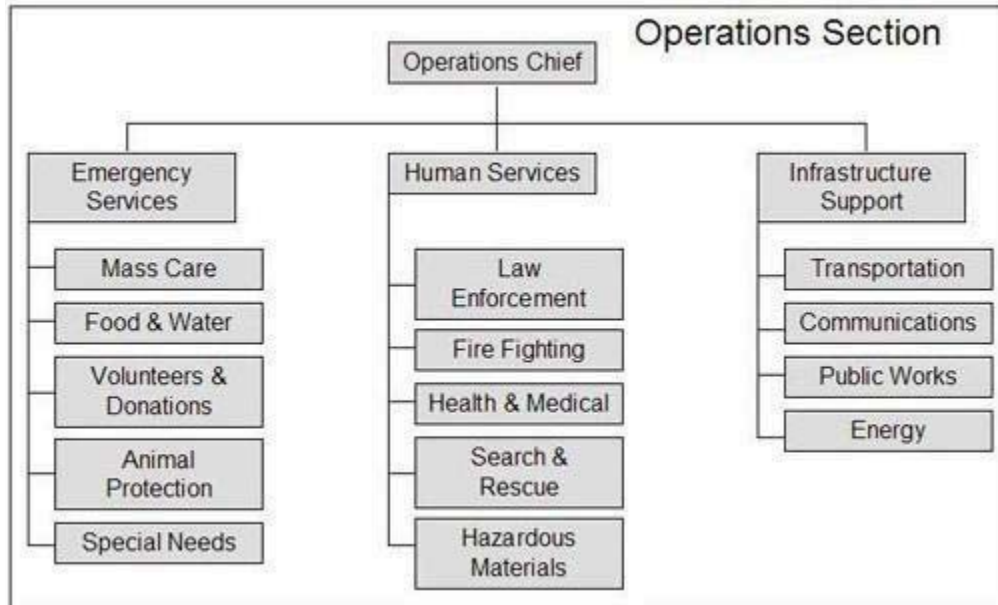
### ***Operations Section***

The Operations Section is responsible for all activities focused on response to the immediate hazard, saving lives, establishing situational control and restoration of normal operations.

The Operations Section Chief is responsible to the Command Staff for the direct management of all incident-related operational activities. The Operations Section Chief will establish tactical objectives for each operational period, with other section chiefs and unit leaders establishing their own supporting objectives.

## Wayne County Comprehensive Emergency Management Plan

The Operations Section, shown below, is comprised of three branches: Human Services, Infrastructure, and Emergency Services. The ESFs that are grouped under each of these three branches are also depicted in the diagram below. The tables that follow depict the key agencies (primary and secondary) that have a role under each branch. More detailed information on the specific responsibilities of each agency is contained in each of the ESF annexes.



### ***Operations Section Typical Activities***

- Coordinate Operations

### ***Operations – Emergency Services***

The Emergency Services ESFs have responsibility for reducing the immediate hazard, saving lives and property, establishing situation control, and restoring normal conditions. Incident operations can be organized and executed in multiple ways, and will depend on the type of incident, agencies involved, and specific objectives and strategies of the incident management effort.

### ***Operations – Emergency Services – Typical Activities***

- Responsible for assisting with mass care operations in the form of staffing and feeding at shelters and supplying nursing staff at shelters
- Responsible for providing emergency medical care to victims of disasters
- Responsible for assisting in providing care to sheltered populations
- Responsible for providing any assistance required by the Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) or the on-scene Incident Commander for HazMat incidents
- Coordinate the resources necessary to respond to structure fires, wild fires, or brush fires
- Maintain contact with the State Warning Point on issues related to major fires
- Responsible for coordinating with the on-scene incident commander during Search and Rescue (SAR) operations to ensure that the local emergency management agency can quickly obtain needed resources from the State EOC
- Responsible for coordinating the resources necessary to respond to hazardous materials incidents
- Monitors the incident operations and advises the Incident Commander on all matters relating to operational safety

## **Wayne County Comprehensive Emergency Management Plan**

---

- Request services of the National Guard from State Emergency Management, when warranted for law enforcement/humanitarian missions
- Coordinate request for additional law enforcement resources when needed to support emergency services
- Coordinate the evacuation of special needs residents
- Monitor and provide warning/control of potential vectors of pathogens (rats, flies, mosquitoes)
- Responsible for responding to potential outbreaks of disease in affected areas that are caused by potential vectors such as mosquitoes, rats, and other disease carrying organisms
- Develop and maintaining firefighting resources
- Coordinate fire suppression activities
- Assist law enforcement agencies in traffic control
- Assist in emergency notification, and public information dissemination of safety decisions, i.e. evacuations
- Assist law enforcement agencies in search and rescue operations
- Coordinate hazardous materials response
- Assist in notification of evacuations
- Provide health care services during and following a disaster
- Coordinate safety of food supplies at institutional facilities through NYSDOH
- Monitor the spread of disease following a disaster and direct immunizations for disease control
- Monitor and assess medical and public health needs
- Request health care assistance from State Health Department, as needed
- Assist in HazMat incidents to ensure public health issues are covered
- Coordinate environmental health functions through State Health Department
- Assist with mortuary services
- Ensure water potability, availability of sanitation supplies and solid waste disposal are functional
- Provide any assistance required by the Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) or the On-scene Incident Commander for fire suppression
- Provide assistance clearing roads, if necessary
- Provide ESF 5 with intelligence on the magnitude of search and rescue missions
- Provide security operations for traffic control for firefighting efforts
- Assist in implementing protective actions for the public
- Responsible for coordinating all aspects of Search and Rescue (SAR) operations
- Coordinate 9-1-1 Emergency Communications
- Coordinate Traffic Control and road blocks
- Provide training to public safety personnel and first responders; public safety communications personnel; and operations personnel
- Coordinate Security for Mass Care Operations
- Provide emergency medical treatment to the seriously injured and immediately medically compromised, and to the physically entrapped
- Responsible for assisting Red Cross with mass care operations in the form of coordinating staffing and feeding at shelters and supplying nursing staff at shelters
- Perform Rapid Impact Assessment to provide immediate field intelligence regarding area of impact, extent of damage and need for emergency response actions and resources



## Wayne County Comprehensive Emergency Management Plan

### **Operations – Human Services**

- The Human Services Branch groups the Emergency Support Functions that address pre- and post-disaster preparedness, mitigation and operational readiness for social services and animal protection. Specific ESFs include: Mass Care (ESF 6), Food and Agriculture (ESF 11), Volunteers and Donations (ESF 15), and Animal Control (ESF 17). The following list profiles the key agencies with a role and responsibility for Human Services.
- **Operations – Emergency Services – Typical Activities**
- Provide shelter staffing and support with trained local volunteers
- Support food, water and ice distribution
- Coordinate and expedite delivery of donated goods and services in order to meet the needs of the affected area
- Assess unmet needs and provide resources and volunteers to meet these needs from the volunteer database
- Relay volunteer and donation needs to the State volunteer coordinator
- Maintain a database listing available volunteers for access by relief agencies and organizations (Orientation will be provided for volunteers consisting of services needed, requirements for response, documentation of hours and other appropriate information)
- Identify the number of people without food and safe drinking water
- Provide an inventory of warehouse food products/quantities and identify sources to obtain additional supplies
- Ensure sufficient warehouse space to store food supplies
- Coordinate transportation of food shipments to warehouses, feeding sites, and pantry locations
- Purchase or solicit food supplies to sustain the disaster victims until State officials/agencies can support the operation
- Provide for the over-all management, coordination and prioritization of local resources in response to pet, farm and wild animal emergency needs, before, during and after a significant natural or man-made disaster event
- Assist human emergency response teams with animal treatment issues
- Make arrangements for the removal and disposal of dead animals
- Provide medical and health related support to state and local entities involved in delivering emergency response and recovery efforts for natural and other catastrophes
- Provide health related advice concerning communicable and environmental issues following a disaster
- Coordinate all local and state health and medical resources expended in response to a local disaster
- Coordinate activities involved with the emergency operation of temporary shelters
- Coordinate emergency mass feeding, bulk distribution of coordinated relief supplies for victims of disaster
- Provide dissemination of disaster welfare information. In some instances, services may also be provided to disaster workers
- Coordinate response actions with relief efforts provided by volunteer organizations performing mass care functions
- Provide essential information regarding status of shelter operations: population, capacity, supplies, and special needs of shelter residents
- Coordinate with local authorities in the identification of bulk supply staging areas and distribution sites in the affected areas
- Provide security services for mobile feeding stations should it be deemed necessary
- Assist with animal control issues
- Provide assistance to mass care operations



## **Wayne County Comprehensive Emergency Management Plan**

---

- Responsible for the capture and housing of displaced domestic animals following a disaster
- Maintain a listing of vendors capable of supplying food, water and ice (updated annually)
- Maintain a list of post-disaster, non-essential government employees to be deployed as needed to support the distribution of supplies

### ***Operations – Infrastructure Support***

The Infrastructure Branch groups the Emergency Support Functions that address pre- and post-disaster preparedness, mitigation and operational readiness for infrastructure, including: Emergency Transportation (ESF 1), Communications (ESF 2), Public Works and Engineering (ESF 3), Resource Support (ESF 7), and Energy (ESF 12).

### ***Operations – Infrastructure Support – Typical Activities***

- Coordinate the use of all transportation resources to support the needs of local government and other emergency support groups requiring transportation capacity to perform their emergency response, recovery and assistance missions
- Maintain a list of resources available from local agencies, their addresses and after hours points of contact
- Responsible for operating the 9-1-1 call center as well as dispatching for EMS, Fire, and local Law Enforcement
- Provide vehicles modified for the disabled for evacuation of disabled individuals
- Maintain the special needs registry of individuals needing transportation assistance during evacuations and collect all necessary contact information for special needs victims for coordination with transportation providers to arrange for pick-up
- Coordinate emergency response and recovery activities relating to fuel shortages, power outages and electrical capacity shortages, which impact or threaten to impact significant numbers of citizens and critical facilities
- Ensure the provision of emergency power to support immediate response operations as well as restoring the normal supply of power to normalize community functions
- Provide public works and engineering support to assist the local government in needs related to lifesaving or life protecting support prior to, during and immediately following a major or catastrophic disaster
- Provide technical advice, evaluations, engineering services, construction management and inspection, emergency contracting, emergency repair, and damage assessment services
- Provide assistance evacuating members of the general population, if necessary
- Coordinate continuing supply of fuel, oil and other operational supplies with its day-to-day vendors or emergency sources as required
- Coordinate evacuation routes and re-entry routes, including re-routing due to road closures and other logistical actions
- Coordinate law enforcement activities and provide emergency vehicles to transport or escort disaster response personnel and vital supplies
- Coordinate and assist in providing communications support to state, county and local disaster response elements; and coordinate all communications assets (both equipment and services) available from state agencies, local agencies, and volunteer groups
- Coordinate emergency response and recovery activities relating to fuel shortages, power outages and electrical capacity shortages, which impact or threaten to impact significant numbers of citizens and critical facilities
- Responsible for clearing debris from roads and coordinating overall debris management operations

## **Planning Section**

The Planning Section is responsible for collecting, evaluating and disseminating tactical information pertaining to the incident. This section maintains information and intelligence on the current and forecasted situation, as well as the status of resources assigned to the incident.

Designated agencies will be responsible for ESF-5 (Information and Planning) activities during an activation of the EOC and are identified within the ESF-5 Annex. Activities could include damage assessment by providing assessed values and parcel information, staff, and maps to the damage assessment team as well as development of daily Incident Action Plans.

The Planning section has four branches:

- Intelligence
- Planning
- Technical Services
- Documentation

The Planning Section Chief oversees all incident-related data gathering and analysis regarding incident operations and assigned resources, develops alternatives for tactical operations, conducts planning meetings, and prepares the Incident Action Plan for each operational period.

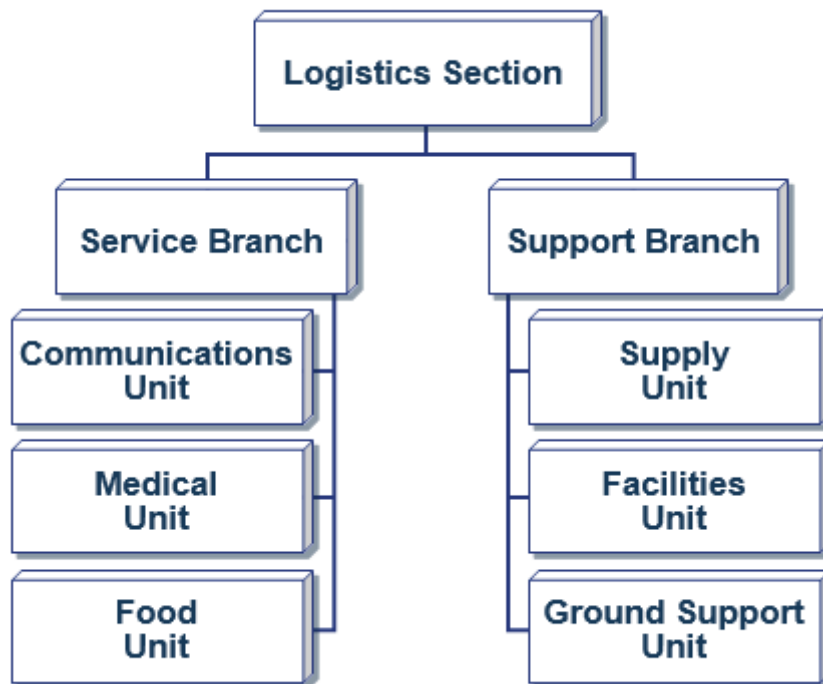


## **Planning Section – Typical Activities**

- Coordinate the planning process of activities contained within the EOP for involved organizations
- Manages all aspects of the planning section, which covers the five mission areas; protection, prevention, response, recovery, and mitigation
- Manages the preparation of strategies and plans for the incident
- Submits required incident status reports
- Is responsible for the collection, evaluation, dissemination, and use of incident information, which is used to development the incident action plan
- Facilitates planned event and incident information for the purpose of maintaining situation awareness (current and future)
- Predicts the probable outcomes and course actions for the planned event or incident
- Is responsible for development of an incident transition plan based on the escalation of the planned event or incident transitioning to a Type 2 event

## **Logistics Section**

The Logistics Section is responsible for all support requirements needed to facilitate effective and efficient incident management, including ordering resources from off-incident locations.



### ***Logistics Section - Typical Activities***

- Assist in the collection, processing, and dissemination of information to facilitate emergency response and recovery efforts
- Establish and provide operational support for Points of Distribution (PODs)
- Develops Memorandums of Understanding with vendors for essential items needed before, during, and after a disaster
- Provide staff to the EOC to coordinate resource requests
- Responsible for identifying suppliers for critical resources
- Responsible for identifying funding for emergency expenditures
- Will secure resources from private vendors, agencies, or requests assistance from the State
- Responsible for obtaining logistical support for all lead and supporting agencies during all phases of disaster operations
- Will request assistance through the State EOC if local resources are not able to adequately address a situation
- Coordinate the provision of all mutual aid
- Will provide staff for the Points of Distribution
- Coordinate Rapid Impact Assessment Team (RIAT) activity and support requirements with local support agencies and organizations
- Provide intelligence on requirements for Logistics based on the scope and magnitude of the disaster
- Manage the Logistics Section, in close coordination with the Command Group at the local EOC
- Assist in evaluating damage to utilities and traffic control systems; roads and bridges, and flood control facilities
- Assist in evaluating damage to water and wastewater systems control facilities
- Assist in evaluating damage to local government facilities and transportation resources
- Coordinate the transportation assets within the County
- Provide communications logistics support to the Emergency Response Team (ERT)

## Wayne County Comprehensive Emergency Management Plan

- Provide pertinent intelligence pertaining to situation around the County

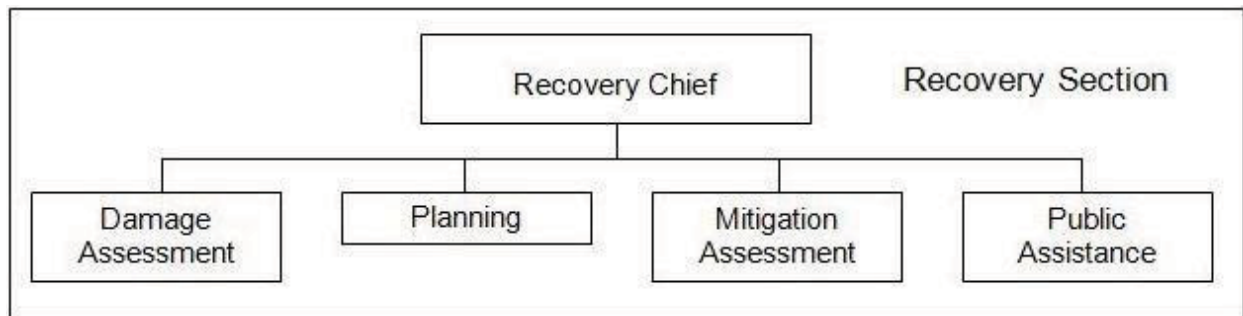
### **Recovery Section**

When the Wayne County EOC is activated in response to an emergency/disaster, a recovery component is activated as well. The purpose of this component is to initiate activities necessary to ensure a successful recovery effort. Activities include: condition monitoring, situation evaluation, damage assessment teams, mitigation assessment teams, deployment of damage assessment teams, Liaisons, and mitigation assessment team.

Once the initial response operations have been completed, and it is appropriate for recovery activities to commence, the agencies identified as having recovery functions will initiate their activities. In actuality, many of the recovery functions run concurrent with the initial response functions, and are managed by the same agencies.

### **Disaster Declaration**

Requests for federal disaster assistance will be predicated on the requirements outlined in the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288, as amended). After local government conducts the initial damage assessment and reports it to the State EOC, a joint local/State preliminary damage assessment may be scheduled that could include the Federal Emergency Management Agency. This damage assessment validates the local data and is the basis for requesting a Presidential Disaster Declaration. Other federal agencies that may participate in the assessment process include the Small Business Administration. This process is described in 44 CFR, Part 206, Subpart B - The Declaration Process and other federal and state policies and guidelines.



### **Recovery Section - Typical Activities**

- Staff the Human Services Section of the ICS to coordinate community relations, addressing unmet needs, and providing emergency housing following a disaster
- Responsible for coordinating community relations following a disaster to ensure that critical recovery information is available for the benefit of the entire affected community
- Responsible for coordinating activities to address individual and community needs that remain after governmental assistance has been exhausted following a disaster
- Provide damage reports to the local EOC, and provide food and water to field operations
- Coordinate all damage assessment for public infrastructure with assistance from local public works agencies
- Responsible for coordinating activities associated with the Public Assistance Program following a disaster
- Providing information and planning support for agencies involved in recovery operations
- Inspect buildings for structural integrity
- Issue post-disaster permits, as necessary

## **Wayne County Comprehensive Emergency Management Plan**

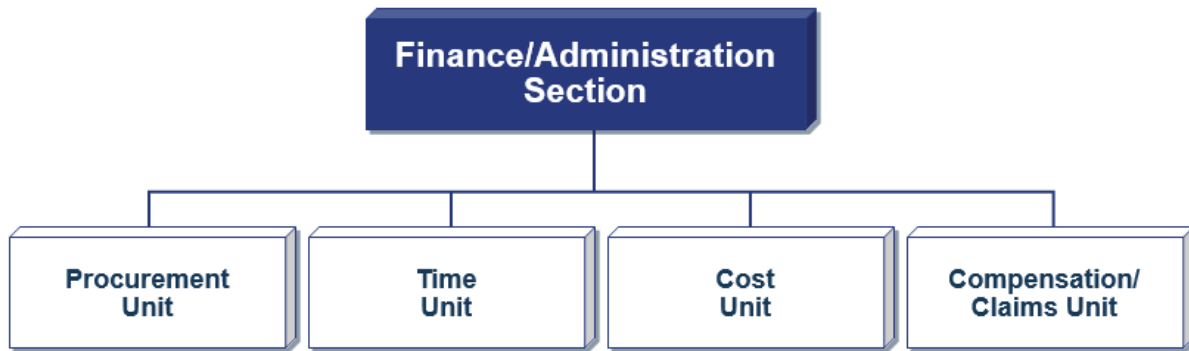
- Identify additional assistance for the issuance of permits via the Statewide Mutual Aid Agreement
- Responsible for serving as a liaison with the local Emergency Management department, recovery agencies and the local business community
- Negotiate all disaster contracts, i.e. debris removal
- Negotiate the hiring of temporary staff to assist in recovery financial matters, if necessary
- Coordinate all recovery efforts for the County
- Coordinate damage assessment processes
- Coordination and establishment of a Disaster Recovery Center for the affected area
- Provide information to the media concerning recovery
- Staff the Logistics Section of the ICS. Responsible for resource support and public information
- Provide information and planning support for agencies involved in recovery operations
- Responsible for providing, to the extent possible, the provision of emergency housing
- Identification of immediate personal, disaster relief needs for individuals affected by the event (Victim mass care requirements to include: food, water, clothing, shelter/housing, medical needs)
- Serve as the lead agency for post-disaster debris management operations
- Responsible for the coordination of all debris removal and disposal
- Provide public education on proper disposal of debris
- Identify proper disposal sites, both temporary and long term
- Monitor health conditions throughout the recovery phase
- Responsible for ensuring all debris cleanup team members have proper vaccinations
- Provide security in support of all aspects of recovery operations

### ***Finance / Administration Section***

The Finance/Administration Section is established when there is a need for financial, reimbursement (individual and agency, or department) and/or administrative services to support incident management activities.

The equipment, personnel, and financial resources of an affected jurisdiction may quickly be overtaxed in a disaster. Resource Policies and Financial Management Policies and Guidelines for Emergency Management have been established and implemented which provide statutory authorities and responsibilities for financial management related to response activities. These policies ensure that funds are provided expeditiously and that financial operations are conducted in accordance with appropriate policies, regulations, and standards.

Designated agencies have been given the primary responsibility to manage all financial matters, including those of the response, recovery, and mitigation phases of an emergency or declared disaster. These responsibilities include providing financial training to the staff of the Wayne County EOC, recovery personnel, and the mitigation staff. This is based on the need to manage local, state, and federal recovery financial assets in accordance with local and State laws and includes training on proper documentation of recovery grants, funding agreements, funding sources, records maintenance, and more. Other responsibilities of the Finance/Administration Section include entering into any funding agreements between local, State, and Federal Governments. These agreements will cover the Public Assistance and Hazard Mitigation Grant Programs, as well as any other funding agreements necessary for the receipt of State and federal funds.



### ***Finance / Administration Section - Typical Activities***

- Manages and oversees the Finance and Administration Section
- Will coordinate an annual training schedule for emergency event financial reporting and records maintenance requirements
- Will identify funding for emergency expenditures
- Will conduct appropriate training for financial management to county agencies
- Will maintain all records of expenditures; including all associated costs for local County agencies for manpower, equipment, supplies, etc.
- Coordinate recovery actions with FEMA to include all financial matters
- Coordinates training to EOC agencies for proper financial management processes during disasters
- Inform executive officials of expenditure and reimbursement information, to include expenditures for manpower, equipment and materials
- Establish deadlines for submission of appropriate forms and documentation for reimbursement procedures
- Manage all financial aspects of disaster recovery for the County

### ***Joint Information Center***

The Joint Information System (JIS) provides the mechanism for integrating public information activities among Joint Information Centers (JIC), across jurisdictions, and with private-sector and non-governmental organizations.

Wayne County has implemented and institutionalized processes, guidelines and plans for its JIC and can be referenced in the Annex for Emergency Support Function 15.

When the Wayne County EOC is activated, the Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) or the Public Information Officer may activate the Joint Information Center (JIC). When the JIC is in operation, it serves as the central point of public information collection and dissemination. The JIC functions as part of the Command in the Wayne County EOC and will coordinate the release of non-operational information. Depending upon the incident location, the JIC may be located at the Fire Training Building, Board of Supervisors Chambers, or an ad hoc location in the general vicinity of the incident (Town Board Meeting Room, Library, etc.)

Depending on the incident, representatives from each jurisdiction, agency, private sector organization, and non-governmental organization involved in incident management activities will be notified and asked to have their JIC representative respond to the Wayne County EOC within a reasonable period of time. Communication will be accomplished via IPAWS, the Emergency Alert System, radio, cable override, television, fax, Internet, telephone or any other means



## **Wayne County Comprehensive Emergency Management Plan**

available. When the JIC is activated, the Public Information Officer or his/her designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) will notify media outlets that all media inquiries are to be directed to the JIC and that the JIC will be releasing media updates on a routine basis and when noteworthy events take place. Members of the media will not be allowed access to the Wayne County EOC.

More information on public awareness and education can be found in ESF 15, External Communications. More information on communication plans and protocols can be found in ESF 2, Communications.

### **Coordination, Direction and Control**

Initial notification of incidents at the local level are accomplished in a variety of ways including public safety radio, television, radio, broadcast, fax, IPAWS, phone notification system, public radio, NOAA radio, social media alerts, etc.

Responsibility for notification of most incidents is accomplished through Wayne County 911 Emergency Communications for dispatching and Wayne County Emergency Management through EAS. Other agencies with responsibilities for notification include the National Weather Service.

Internal: Response agencies will be dispatched as required by the nature of the disaster.

External: It is the responsibility of Wayne County Emergency Management to notify the appropriate agencies outside of the jurisdiction such as DHSES.

Wayne County 911 Emergency Communications provides communications essential for the County and local governments to communicate with governmental entities. Public notifications are passed along by public service providers, Wayne County Emergency Management, and the National Weather Service through multiple venues to include: IPAWS, phone notification system, public radio, NOAA radio, television, social media alerts, etc.

The media assume a vital role in dispersing information to the public. Wayne County Emergency Management works closely with local media providers to ensure timely and accurate information is provided to the public.

Information collection needs and priorities will include:

- Life safety
- Incident security and stability
- Property and environmental protection

### ***Direction and Control***

Impacted entities will coordinate the emergency response efforts within their political jurisdiction (county and municipalities).

The Incident Command System (ICS) and National Incident Management System (NIMS) will be used to coordinate emergency response and recovery operations at the disaster scene(s). The Incident Commander will maintain communications and coordination either directly or through a liaison with the Wayne County EOC at all times as detailed by this plan.

Wayne County Emergency Management may activate Mutual Aid Agreements with neighboring jurisdictions. They may also recommend that the Chairman of the Wayne County Board of Supervisors declare a local state of emergency and make a formal request for state assistance. The following positions are authorized to request resources by contacting DHSES.

## **Wayne County Comprehensive Emergency Management Plan**

The Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator)

Any designated personnel authorized by the Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator)

To request state assistance, Wayne County must meet the following parameters:

- Exhausted or will likely exhaust Wayne County resources
- Exhausted or will likely exhaust mutual aid resources
- Exhausted or will likely exhaust contractual resources
- The requested assistance is not available at the local level

The Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) is delegated policy-making authority and can commit Wayne County resources at the Wayne County EOC as well as routine management and operation of the facility. The Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) may issue mission assignments to the ESFs to perform duties consistent with Wayne County policy. Mission assignments and mutual aid assistance is tracked at the Wayne County EOC.

Coordination of County-wide protective actions will occur among all affected risk and host areas and Wayne County EOC under the direction and control of the Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator). Areas not impacted by these events may be requested to provide assistance. Under the direction of the Wayne County Emergency Manager or designee, the Wayne County EOC will implement coordination on issues that may include, but not limited to: deploying and pre-deploying personnel, identifying evacuation routes, ensuring the sufficiency of fuel, address emergency medical issues, and initiate guidelines for notification to the public.

A field operations response may be required in or near the impacted area. Field operations will be under the direction and control of the Incident Commander and may involve the deployment and staging of personnel and resources in the impacted area.

Initial planning for recovery begins before an emergency event impacts Wayne County. While response actions necessary to protect public health and safety are being implemented, the recovery section within the Wayne County EOC begins coordination and implementation of the recovery programs.

In the event state and federal assistance is required by Wayne County, the State Coordinating Officer will interface directly with representatives of the federal government.

In the event a request for disaster assistance comes from the governor of another state, the Governor of the State of New York may order the mobilization of State and local resources under the Emergency Management Assistance Compact to be deployed to the impacted state.

### ***Coordinating Agencies***

The Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) designates the coordinating agencies for each emergency support function to coordinate the activities of that support function.

## Wayne County Comprehensive Emergency Management Plan

Coordinating Agency Listing for Emergency Operations Plan	
FUNCTIONAL ANNEX	COORDINATING AGENCY
ESF 1 – Transportation	Wayne County Public Works
ESF 2 – Communications	Wayne County Emergency Management 911 Division
ESF 3 – Public Works and Engineering	Wayne County Public Works
ESF 4 – Firefighting	Wayne County Fire Coordinator
ESF 5 – Emergency Management	Wayne County Emergency Management
ESF 6 – Mass Care, Housing and Human Services	American Red Cross
ESF 7 – Logistics Management and Resource Support	Wayne County Purchasing
ESF 8 – Public Health and Medical Services	Wayne County Public Health
ESF 9 – Search and Rescue	Wayne County Fire Coordinator
ESF 10 – Oil and Hazardous Materials	Wayne County Fire Coordinator
ESF 11 – Agriculture and Natural Resources	Wayne County Soil and Water Conservation
ESF 12 – Energy and Utilities	Wayne County Public Works
ESF 13 – Public Safety and Security	Wayne County Sheriff Office
ESF 14 – Long-Term Community Recovery	Wayne County Planning Office
ESF 15 – External Communication	Wayne County Emergency Management

Upon activation of the Wayne County EOC, the primary agency for the emergency support functions will send representatives to the Wayne County EOC to coordinate activities. The coordinating agency determines which primary and support agencies are required at the Wayne County EOC.

The coordinating agency for the Emergency Support Functions will be responsible for collecting all information related to the disaster and providing it to Wayne County Emergency Management.

### ***Intergovernmental Mutual Aid***

Mutual Aid Agreements and Memoranda of Understanding are essential components of emergency management planning, response, and recovery activities.

These agreements provide reciprocal emergency aid and assistance during an emergency or disaster. They can increase available resources and improve response and recovery efforts. A complete list of Mutual Aid Agreements in effect for Wayne County related to emergency management can be found in Section VII-Authorities and References of this CEMP. In addition, these agreements are available for review in their entirety at the Wayne County EOC.

### ***State-Wide Mutual Aid System***

Section 209 of NYS General Municipal Law establishes the creation of the New York State Fire mutual aid plan.

### ***Interstate Civil Defense Compact***

The purpose of the compact is to provide mutual aid among the states in meeting any emergency or disaster. The prompt, full, and effective utilization of the resources of the respective states include personnel, equipment, or supplies may be essential to the safety, care, and welfare of people therein.

### ***Requesting Mutual Aid***

## **Wayne County Comprehensive Emergency Management Plan**

All mutual aid requests should be coordinated through the Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) or the Wayne County EOC if activated. To request mutual aid, Wayne County uses the following process:

- The Party seeking mutual aid shall make the request directly to the party providing the aid in coordination with Wayne County Emergency Management.
- Requests may be verbal or in writing. If verbal, the request shall be confirmed in writing no later than thirty (30) calendar days following the verbal request unless otherwise stated according to policies or resolutions.
- All communication shall be conducted directly between recipient and provider in coordination with Wayne County Emergency Management.
- The Recipient shall be responsible for keeping all parties advised of the status of mutual aid activities.

If assistance is needed to coordinate mutual aid, Wayne County Emergency Management can request coordination assistance from DHSES.

### **Communication**

ESF 2 (Communications) provides information and guidance concerning available communications systems and methods in Wayne County, including:

- Dissemination of emergency information to response organizations and government
- Information flow and management to and from the Wayne County EOC
- Communications interoperability among response units
- Primary and backup communications systems
- Telecommunications and information technology resources
- Emergency warning and notification

ESF 15 (External Communications) provides information on and the dissemination of information to the public for the purpose of protective action guidance and ongoing emergency information. This information is focused on the minimization of confusion, misinformation, and rumors during times of an emergency/disaster.

### **Wayne County Warning Point**

Wayne County 911 Emergency Communications serves as the Wayne County Warning Point. The Wayne County Warning Point provides Wayne County with a single point to disseminate information and warnings to government officials that a hazardous situation could threaten the general welfare, health and safety, and/or property of the population.

The Warning Point is equipped with multiple communication networks and auxiliary power. A list of these capabilities is provided in ESF 2 (Communications) and below:

Communications		
Communication: VHF Radios		
Priority: High	Type: Other	Quantity:
Description: External Use, Mobile, Secure – A traditional VHF analog radio system. Portable radios (handhelds) issued to all public safety personnel (law enforcement, fire, EMS, emergency management). Mobile radios mounted in all emergency response vehicles.		
Communication: Cell Phones		
Priority: High	Type: Other	Quantity:

## Wayne County Comprehensive Emergency Management Plan

Description: External Use, Mobile - Cell phones allow for person to person mobile voice and text communications. Supervisory and above are equipped with Wireless Priority Service (WPS)		
Communication: Government Emergency Telecommunications Service (GETS)		
Priority: High	Type: Other	Quantity:
Description: External Use, Mobile, Secure - The Government Emergency Telecommunications Service (GETS) provides National Security/Emergency Preparedness (NS/EP) personnel a high probability of completion for their phone calls when normal calling methods are unsuccessful. It is designed for periods of severe network congestion or disruption, and works through a series of enhancements to the Public Switched Telephone Network (PSTN). GETS is in a constant state of readiness. Users receive a GETS "calling card" to access the service. This card provides access phone numbers, Personal Identification Number (PIN), and simple dialing instructions.		
Communication: Internet and Email		
Priority: High	Type: Other	Quantity:
Description: Internal Use, External Use - The internet is used to access email systems, post information on websites, and access situational information.		
Communication: Command Post		
Priority: High	Type: Other	Quantity:
Description: Internal Use, External Use, Mobile, and Secure - A County owned mobile Command Post includes a communications center to provide mobile emergency response capability, interconnectivity and interoperability between federal, state and local emergency response entities.		
Communication: Mutualink		
Priority: High	Type: Other	Quantity:
Description: Mutualink's emergency response communications technology offers interoperability across multiple Critical Infrastructure and Key Resource (CIKR) entities. Mutualink enables communities to share voice, video, text and data securely to keep stakeholders safe.		
Communication: RACES Amateur Radio		
Priority: High	Type: Other	Quantity:
Description: Internal Use, External Use, Mobile - RACES volunteers each issued radios as required from inventory.		
Communication: Hyper-Reach		
Priority: High	Type: Other	Quantity:
Description: Internal Use, External Use, Mobile, Secure - Licensed software with public notification and private notification groups, managed through the Wayne County Emergency Management. Notifications through voice and text with report back status.		
Communication: Fax Machine		
Priority: Moderate	Type: Other	Quantity:
Description: External Use - Fax machines allow for the transmission of documents over phone lines to other receiving fax machines.		

## Wayne County Comprehensive Emergency Management Plan

Communication: Outdoor Warning Devices		
Priority: High	Type: Other	Quantity:
Description: External Use - Located in the 10 mile Emergency Planning Zone of the Robert E. Ginna Nuclear Power Plant.		
Communication: Hard Line Phones		
Priority: Low	Type: Other	Quantity:
Description: External Use - Hard line phones allow for voice to voice communications.		
Communication: Satellite Phones		
Priority: High	Type: Other	Quantity:
Description: External Use – Satellite phones available for internal (EOC) or field use.		

Wayne County Emergency Management will notify and warn officials and the general public of emergency and disaster events that occur in Wayne County. Notification lists for agencies and individuals are maintained by Wayne County Emergency Management, and notification of the State Warning Point is included. The Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) or the on-call Emergency Management staff person will initiate any further notification.

Developing or existing emergency conditions reported include those that have or may result in multiple loss of life, environmental or property damage, or evacuation of a populated area whether or not State or Federal resources are needed to support local emergency response efforts.

ESF Coordinators and other Emergency Operation Center Representatives are kept informed of potential events by the Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) by telephone, email, or fax.

Warnings are accomplished in various ways depending on the persons that need to be warned and the time available. The Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) or the Incident Commander can initiate warnings and notification guidelines.

The following list identifies possible warning methods during an event. Any or all may be used, as well as other methods:

- IPAWS
- Activation of the Emergency Alert System (EAS)
- NOAA Weather/Hazard Radio
- Social Media
- Information statements released to the local media
- Public address systems of public safety vehicles
- Door-to-door contacts
- Phone Messaging System
- Siren activation (Ginna emergencies only)

Specific warning zones are identified by the type of incident. Many have been pre-identified such as vulnerable areas around hazardous material locations.

Persons in the threatened areas with vulnerable needs may be notified by all of the methods outlined above. Hotels and motels will assist in notification of tourists visiting the area. Most of the other warning systems previously listed would also reach some visitors to the County.



## **Wayne County Comprehensive Emergency Management Plan**

The Wayne County Warning Point along with the Wayne County Emergency Management Office conduct routine tests to ensure operational readiness.

### ***State Level***

When an emergency or disaster has occurred or is imminent, the Governor may issue an Executive Order proclaiming the existence of a State of Emergency or activate the emergency response, recovery and mitigation aspects of State, local and inter-jurisdictional disaster plans.

In the event federal assistance is required, the State Coordinating Officer will interface directly with representatives of the federal government. If the State Coordinating Officer determines that the span-of-control needs to be broadened, he may designate a Deputy State Coordinating Officer to ensure coordination between federal and State agency representatives and to anticipate any needs or conflicts in the response or recovery phases as they progress.

### ***Federal Level***

Through the National Response Framework (NRF), the federal government provides assistance by establishing a single, comprehensive framework for the management of domestic incidents. The NRF provides the structure and mechanisms for the coordination of federal support. Through the NRF, federal ESFs may establish direct liaison with representatives in the State of New York EOC.

If the disaster is major or catastrophic, DHSES will contact the Federal Emergency Management Agency, Region 2 and request a Federal Liaison and/or alert them that the Governor may submit a formal request for federal assistance.

If the President authorizes federal assistance, a Primary Federal Official (PFO) will represent the Secretary of the U.S. Department of Homeland Security and/or a Federal Coordinating Officer. The Federal Coordinating Officer is authorized to use the full authority of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended to reimburse response and recovery claims against the Disaster Relief Fund. Additionally, the Stafford Act provides funding to assist communities in mitigating the impact of future events.

### ***Joint Field Office***

The emergency recovery process is initiated when the President of the United States issues a Major Presidential Disaster Declaration. Such a declaration makes available a series of federal disaster assistance programs to aid the State in its recovery from a disaster situation. The basis for the declaration is the determination by the President that the disaster is of such severity and magnitude that response is beyond State and local capabilities. The field recovery operation will be conducted in accordance with the most current edition of the State of New York Emergency CEMP Plan as well as other recovery plans and guidelines.

Once a field office has been established in or near Wayne County, the Wayne County Emergency Management will provide the proper liaisons to the appropriate field office operations.

The organizational structure for recovery is under the leadership of the State Coordinating Officer. Once a federal disaster declaration has been issued, the State Coordinating Officer consults with a Federal Coordinating Officer. In addition, a Governor's Authorized Representative (GAR) is designated in the Federal Emergency Management Agency-State Agreement and is responsible for compliance with that Agreement.

## **Wayne County Comprehensive Emergency Management Plan**

---

During a recovery operation, the State Coordinating Officer usually appoints a Deputy State Coordinating Officer who represents him/her at the Joint Field Office. The Deputy State Coordinating Officer is responsible for the establishment and management of State operations in the Joint Field Office and coordination between State and federal programs.

### ***Prevention***

Wayne County's prevention goals are to avoid an incident, intervene, or stop an incident from occurring. In Wayne County prevention/preparedness is the responsibility of each department as well as each local municipality. Specifically prevention regarding emergency management initiatives and EM functions are handled through the projects and planning initiatives of Wayne County Emergency Management. Through day-to-day operations as well long term planning Wayne County EM keeps in communication with public and private entities within the county on emergency plans, notification guidelines, and training providing preparedness and prevention within the county. To accomplish the goal the following strategy may be used:

- Implement the National Incident Management System and National Response Framework (NRF)
- Strengthen Planning and Citizen Preparedness Capabilities
- Strengthen Information Sharing and Collaboration capabilities
- Strengthen Interoperable and Operable Communications capabilities
- Strengthen Medical Surge and Mass Prophylaxis capabilities
- Expand Regional Collaboration

### ***Preparedness***

The goal of Wayne County's preparedness operations is to help ensure a timely and effective response to, recover from and mitigation of the impacts and consequences associated with an emergency/disaster situation. To accomplish the goal the following strategy may be used:

- Administer grant programs for operational support and training activities
- Participate in capability assessments at the county and regional level
- Establish an inclusive planning process using the "Whole Community" concept.

### ***Resource Management***

The goal of Wayne County's preparedness operations is to help ensure a timely and effective response to, recover from and mitigation of the impacts and consequences associated with an emergency/disaster situation. To accomplish the goal the following strategy may be used:

Administer grant programs for operational support and training activities

Participate in capability assessments at the county and regional level

Establish an inclusive planning process using the "Whole Community" concept.

### ***Credentialing***

Wayne County utilizes a county credentialing system. Wayne County credentialing ensures that personnel resources requested to assist are adequately trained and skilled. It is also used to verify identity and qualification to allow access to an incident site. This system can serve to prevent unauthorized (self-dispatched or unqualified personnel) access to an incident site. In the event of a major incident, incident-specific credentialing may be utilized to accommodate the variety of responders (local, state, federal, contractors, etc.) while maintaining access control to the incident site.

### ***Plan Development***

The Wayne County Comprehensive Emergency Management Plan is developed with the assistance and input from the following groups serving in an advisory capacity:

- Local Emergency Planning Committee (LEPC)

## Wayne County Comprehensive Emergency Management Plan

---

- ESF Coordinating, primary and support agencies
- Mutual aid partners and adjoining counties

The preparation and revision of the basic plan and ESF Annexes will be coordinated by Wayne County Emergency Management with the assistance and involvement of all applicable entities. The preparation and revision of the ESF 8 appendices are the responsibility of the coordinating agency with the assistance of the Wayne County Emergency Management and the designated support agencies.

This plan will be made available to all agencies tasked therein, mutual aid partners, and adjoining counties for comment. It is the responsibility of ALL parties to review and submit any comments to Wayne County Emergency Management. The process of distributing the plan will be accomplished by providing an electronic copy. Wayne County Emergency Management will keep a hard copy on file.

The public will be provided the opportunity to view the Basic Plan portion of this document on the Wayne County Emergency Management website.

### ***Plan Maintenance***

Wayne County Emergency Management will maintain the Wayne County CEMP and provide an updated CEMP to DHSES every five years, with the exception of ESF 10 that must be updated annually as per federal law. However, the CEMP may be updated as often as needed during any year. Examination and review of the CEMP should be conducted annually and reflect changes in implementing guidelines, improved emergency preparation capabilities, and deficiencies identified from corrective action planning. Wayne County Emergency Management will revise the plan as required. Whenever a change is made, the date and nature of the change will be recorded. Upon update, these changes will be incorporated into the overall plan and re-promulgated by DHSES and Wayne County Board of Supervisors. However, changes to the annexes and appendices, and non-substantive changes to the Basic Plan may be made without formal approval by the County Board of Supervisors.

The coordinating, primary and support agencies/organizations of each ESF will be responsible for preparing and maintaining operating guidelines for all responsibilities assigned them in the CEMP. These guidelines should be prepared following guidance issued by local policies.

### ***Emergency Operations Plan Review Assignments***

Unless otherwise stated, the following table identifies agencies responsible for regular review of specific plan sections and annexes to ensure accuracy. Changes will be forwarded to the Wayne County Emergency Manager for revision and dissemination of the plan. This does not preclude other departments and agencies with a vital interest in the annex from providing input to the document; such input is, in fact, encouraged. It is also encouraged that plan review be performed concurrently with review of other related County emergency plans and guidelines to enhance consistency.

## Wayne County Comprehensive Emergency Management Plan

Section/Annex	Coordinating Agency
Basic Plan	Office of Emergency Management
<b>Emergency Support Function Annexes</b>	
ESF 1 Transportation	Wayne County Public Works Department
ESF 2 Communications	Wayne County Emergency Management Office – 911 Division
ESF 3 Public Works	Wayne County Public Works Department
ESF 4 Firefighting	Wayne County Fire Coordinator
ESF 5 Emergency Management	Wayne Emergency Management Office
ESF 6 Mass Care, Emergency Assistance, Housing and Human Services	American Red Cross
ESF 7 Logistics Management and Resource Support	Wayne County Purchasing
ESF 8 Public Health and Services	Wayne County Department of Public Health
ESF 9 Search and Rescue	Wayne County Fire Coordinator
ESF 10 Oil and Hazardous Materials	Wayne County Fire Coordinator
ESF 11 Agriculture and Natural Resources	Wayne County Soil and Water Conservation
ESF 12 Energy	Wayne County Public Works
ESF 13 Public Safety and Security	Office of the Sheriff
ESF 14 Long-Term Community Recovery	Wayne County Planning
ESF 15 External Affairs	Wayne County Emergency Management
<b>Incident Annexes</b>	
Hazardous Materials Incident	Office of Emergency Management
Hazard Mitigation Plan	Office of Emergency Management
Mass Casualty Plan	Wayne County EMS Coordinator
Mass Fatality Plan	Office of Emergency Management
Fire Mutual Aid Plan	Wayne County Fire Coordinator
Radiological Emergency Response	Office of Emergency Management
Public Health Emergency Preparedness and Response Plan	Wayne County Public Health
Medical Counter Measures Clinical Operations Plan	Wayne County Public Health
Strategic National Stockpile Plan	Wayne County Public Health
Continuity of Operations Plans	Maintained by Individual Departments
Risk Communications and an Isolation and Quarantine	Wayne County Public Health
Pandemic Plan	Wayne County Public Health

## **Wayne County Comprehensive Emergency Management Plan**

---

### ***Public Information***

Before an emergency or disaster occurs, public information is critical for the public to make the necessary protective actions. The County's public information program focuses on how to better communicate emergency information to the public before, during, and after a disaster. Particular attention will be given to strategies that enhance awareness of the evacuation process, road conditions, shelter status and re-entry issues, and how to communicate information to people during evacuation.

The Wayne County Public Works Superintendent or designee will serve as the Public Information Officer (PIO). The PIO will work closely with the Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator), and will be the primary resource for providing disaster-related information to the public. This includes information about all preparedness, response, recovery, and mitigation activities. Following a disaster, the public will be informed that they can contact the Wayne County EOC to receive disaster-related preparedness, response, recovery, or mitigation information.

Pre-scripted public service announcements are maintained by Wayne County Emergency Management.

The PIO will be responsible for collecting information, preparing releases for the media, and responding to requests for information and interviews.

Wayne County Emergency Management will prepare pre-scripted news releases that can easily be edited to include disaster specific information.

The PIO will, at their discretion, send disaster updates to local media outlets, and to DHSES. Additional information is provided in ESF 15.

### ***Training and Exercise***

Wayne County Emergency Management offers training to all agencies on preparedness, response, recovery, mitigation, hazardous materials, debris management, terrorism and other issues. The training offered is conducted through DHSES training section, American Red Cross, the Local Emergency Planning Committee, Fire Coordinator's Office, EMS Coordinator's Office, and any other organization offering training. Wayne County Emergency Management will provide the notice of training being offered to local response agencies.

Wayne County continues to implement a training and exercise program, consistent with NIMS, for incident management organizations and personnel. Elements of the program include:

Multi-disciplinary and multi-jurisdictional interaction, including involvement with private-sector and non-governmental organizations, during realistic exercises.

Standard courses on incident command and management, incident management structure, and operational coordination processes and systems.

Courses focus on discipline and agency-specific subject matter expertise. Wayne County further requires courses for all incident management organizations and personnel to ensure NIMS compliance at all levels of response. Some or all of the following courses may be required, depending upon position:

- IS 700 - National Incident Management System (NIMS), An Introduction
- IS 800.C - National Response Framework (NRF), An Introduction
- ICS 100 Series - Incident Command Systems, An Introduction
- ICS 200 Series - Incident Command System, Basic

## Wayne County Comprehensive Emergency Management Plan

- ICS 300 Series - Intermediate Incident Command System
- ICS 400 Series - Advanced Incident Command System

Current training and operational requirements set forth under NIMS have been adopted and implemented by the County. Training requirements apply to all first responders and disaster workers, including first-line supervisors, middle management, and command and general staff.

- NIMS identifies these positions as follows:
  - EMS personnel
  - Firefighters
  - Law enforcement personnel
  - Public works/utility personnel
  - Skilled support personnel
  - Other emergency management response personnel
  - Support/volunteer personnel at all levels.

The minimum training requirements for the County's emergency personnel:

Emergency Personnel	Training Required
Emergency Managers and Incident Commanders	ICS-100, -200, -300, -400 IS-700, -800 & appropriate ICS position-specific courses
Other Command Staff, Section Chiefs, and Deputy Section Chiefs	ICS-100, -200, -300 IS-700
All other EOC personnel and first responders	ICS-100, -200 IS-700
All other emergency response personnel, including volunteers	ICS-100 IS-700
<i>Independent study courses can be found at <a href="http://training.fema.gov/IS/crslst.asp">http://training.fema.gov/IS/crslst.asp</a>.</i>	

### **Exercise**

Exercises are a key component in improving all-hazards incident management capabilities. Wayne County Emergency Management participates on an ongoing basis in a range of exercises, including multi-disciplinary and multi-jurisdictional exercises that are designed to improve integration and interoperability. These exercises are integrated in an annual Training and Exercise Planning Workshop (TEPW). Among the key exercises types that Wayne County participates in or has participated in include:

- Nuclear Power Plant Exercise
- WreckIt Severe Weather Exercise

The Homeland Security Exercise Evaluation Program (HSEEP) should be used for developing, delivering and evaluating Department of Homeland Security/Office of Domestic Preparedness funded exercises.

The following agencies and entities have exercise programs:

Name of Agency	Type of Exercise Program
Wayne County Emergency Management	Nuclear Power Plant Full Scale Exercise
Newark Wayne Community Hospital	MS-1 and Hazmat Decon Drills



## **Wayne County Comprehensive Emergency Management Plan**

---

### ***After Action Reviews and Corrective Action Plans***

After each exercise, the lead agency performing the exercise will conduct an evaluation of the effectiveness of the exercise. This information will be incorporated into future plan revisions and updates by Wayne County Emergency Management. This will be accomplished by drafting a corrective action plan which may include, but not limited to assigning the following actions:

- Change to plans/guidelines
- Acquire new or replace outdated equipment/resources
- Train/Re-Train Personnel

Following actual events the same procedure will be used and will be led by Wayne County Emergency Management.

### **Response**

Wayne County must be prepared to respond quickly and effectively on a 24-hour basis to developing events. The primary goal of the County's response operation is to ensure a timely and effective response to the many consequences that may be generated by an emergency/ disaster situation. When an event or potential event is first detected, a series of actions will take place to ensure an effective and efficient response operation.

### ***Local Emergency Operations Center (EOC)***

The Wayne County EOC is the facility that is used to coordinate a County response to any major emergency or disaster situation. The Wayne County EOC is located at 7376 Route 31, Suite 2000, Lyons, NY 14489. The facility serves as the coordination, command and control center for Wayne County. The Wayne County EOC is staffed as prescribed above. Security and maintenance of the Wayne County EOC will be carried out in accordance with the provisions of the most current version of the Wayne County CEMP. In the event the Wayne County EOC is threatened, an alternate EOC site may be activated as designated in the Wayne County Emergency Management Continuity of Operations Plan.

The Wayne County EOC will be activated for actual or potential events that threaten Wayne County. The level of activation will be determined by the Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) based on the emergency or disaster event. The activation of the Emergency Operations Center (EOC) is determined by the emergency or event. Considerations include, but not limited to the following:

- Resources beyond the local capabilities are required
- The emergency/event is of long duration
- Major policy decisions will or will not be needed
- A local or state emergency is declared

In addition, the Emergency Manager, Chairman of the Board of Supervisors, or the County Administrator may partially or fully activate and staff the County EOC based on an emergency's type, size, severity, and anticipated duration. When it is determined that the normal organization and functions of County government are insufficient to effectively meet response requirements, the Emergency Manager, or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator), will activate and implement all or part of this CEMP. Additional information on the Wayne County EOC, communications, warning points, and field operations has been previously provided above.

### ***EOC Staffing***

Upon activation, normally the EOC is staffed to operate continuously on a twenty-four hour a day basis. In the event of a 24-hour operation, two 12 ½ hour shifts may be utilized. (The additional

## **Wayne County Comprehensive Emergency Management Plan**

½ hour is for shift change briefings.) Designation of shifts maybe established as conditions warrant by the Emergency Manager.

Each agency should identify its personnel they can assign to the EOC. This identification is to be provided to the Emergency Manager. Each department is required to keep their COOP updated and maintain a list of non-mission essential personnel.

### ***Credentialing of Emergency Response Personnel***

The County maintains a program for credentialing of response personnel that provides documentation that identifies personnel authorized to respond to emergency scenes and disasters. Fire and EMS responder identification includes level of training information.

In the event of a major incident, incident specific credentialing may be issued.

### ***EOC Security***

The Office of the Sheriff will normally provide internal Security at the EOC during an emergency: All persons entering the EOC will be required to check in at the Security Checkpoint at the entrance of the Emergency Operations Center.

All emergency personnel will be required to display their county identification tag which is to be worn at all times while in the EOC.

Any temporary passes issued will be returned to the Security Officer when departing from the premises.

### **Recovery**

In the aftermath of a disaster, County efforts turn to rebuilding the infrastructure and restoring the social and economic life of the community with the incorporation of mitigation measures as a major goal. To accomplish this goal the following strategy is provided:

- To deploy several specialized recovery teams (personnel) and facilities (centers) into a disaster area to help victims and support the Incident Commander.
- To work closely with DHSES and to inform affected local governments, individuals and businesses that programs are available to assist them in recovery efforts.

### ***Recovery Field Operations***

In the aftermath of a disaster, with or without a Presidential Declaration, the State may deploy several specialized recovery teams (personnel) and establish centers (facilities) into a disaster area.

### ***Recovery Personnel***

Assessment Team – Teams of qualified personnel, including code enforcement officers, public works employees, Red Cross and other trained personnel.

### ***Damage Assessment***

Damage assessments include those actions that are undertaken to determine the nature and scope of damages to structures, facilities and infrastructure for the purpose of identifying and scaling the need for State and Federal disaster assistance in the recovery phase. Damage assessment will be closely coordinated with ESF 5, which has the lead for impact assessment and incident action planning during the response phase.

Operational assessment is the immediate, informal reporting of emergency conditions to size-up the damage that has occurred and to determine what personnel, equipment and facility resources

## **Wayne County Comprehensive Emergency Management Plan**

the county has available for response. First indications of the scope and extent of damages will likely be provided by field personnel reporting to their dispatch centers or to the Wayne County EOC. These initial reports include hazard conditions, critical emergency needs and condition of surface routes, and are extremely important in allocating emergency responders and determining incident situation status.

The Wayne County EOC may also receive damage assessment information from additional sources: code enforcement officers, Red Cross, ambulance crews, utility crews, employees traveling to or from work, media sources in the field, citizens, businesses, etc. The Wayne County EOC may establish a process where the public can submit damage reports.

Wayne County Public Works is the lead for the County's Damage Assessment Program. Responsibilities include: recruitment and training of team members and the overall management of damage assessment priorities in coordination with ESF 5.

The Wayne County Property Appraiser's Office will assist in providing estimates of loss and economic impact. The Chamber of Commerce and the insurance industry will provide information on losses to businesses.

The Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) will provide information to DHSES within 12-36 hours if possible.

### ***Initial Safety and Damage Assessments***

Wayne County will conduct an initial damage assessment using resources available to determine the overall extent of damages. Wayne County Public Works is responsible for the direction and control of the Impact Assessment process and has pre-identified County and municipal employees who will assist with damage assessment. Also, members of local fire departments may be trained and will assist with damage assessment. The goal of this assessment is to determine the magnitude and severity of damage to structures and infrastructure; and, in the event of a severe weather event, determine the level of damage. This information will be forwarded to Wayne County Emergency Management, who will then provide the information to DHSES.

The impact assessment data provides a County-wide general overview of the most significantly impacted areas and, therefore establishes a prioritization mechanism for damage assessment team deployment, resource allocation, and disaster assistance.

Team members will be contacted by telephone, pager, cellular phone, email or two-way radio. Wayne County Public Works maintains a current contact list of Damage Assessment Team members. Information collected through the initial damage assessment will be collected by the Wayne County Public Works, and provided to the provided to Wayne County Emergency Management, who will then provide the information to NYSDHSES.

### ***Preliminary Damage Assessment***

If the situation warrants, a formal Preliminary Damage Assessment will be requested and performed by local, State, and Federal assessors. This will include assessments for both public and individual damages. Local representatives will accompany these teams during their assessments. These individuals will be familiar with damaged areas and will supply maps needed to complete the damage assessment process. DHSES will then coordinate with the Federal Emergency Management Agency to determine if the County qualifies for public and/or individual assistance.

Capturing all costs associated with the emergency is essential because accurate damage assessments (Initial Damage Assessments and Preliminary Damage Assessments) document the need for state and/or federal assistance and are required to obtain a federal disaster declaration.

### ***Habitability Assessments***

Habitability assessors will determine the structural safety of residential buildings. This will be conducted through the coordinated efforts of the Wayne County Public Works. When practical, this assessment will be coordinated with the American Red Cross, or other relief agencies.

The municipalities in Wayne County are responsible for all corresponding inspections, damage assessments and other disaster response and recovery functions and activities for their jurisdictional area and the County would include the municipalities in its response and recovery activities due to their limited resources. The municipalities will still coordinate final reporting to the Wayne County Emergency Management, who will then provide the information to NYSDHSES.

The County is responsible for all corresponding inspections, damage assessments and other disaster response and recovery functions and activities for their jurisdictional area. The County will coordinate final damage estimates to the Wayne County Emergency Management, who will then provide the information to DHSES.

Additional damage assessment functions are maintained in the appropriate Wayne County SOGs and Annexes. This includes the identification of roles and responsibilities, training, assessment criteria, reporting formats and process for both initial and preliminary damage assessments.

- Priorities of inspections include:
- Structures involved in response operations
- Critical transportation routes and infrastructure
- Essential county facilities

Towns and villages and special districts within the County share responsibility for damage assessment and provide information regarding damages and costs within their jurisdictions and service areas to Wayne County Emergency Management, who will then provide the information to DHSES.

### ***Disaster Declaration***

Following a major or catastrophic disaster in which an emergency or major disaster declaration is granted by the President, federal assistance to disaster victims becomes available under three program areas: Individual Assistance, Public Assistance, and Hazard Mitigation. The administration of these programs is coordinated through a joint Federal/State effort in a Joint Field Office, which is usually located in the impacted area.

The Joint Field Office (JFO) is the primary field location for the coordination of federal and state recovery operations. The Federal Coordinating Officer (FCO) and the State Coordinating Officer (SCO) co-locate in the JFO, as well as other Federal and State personnel. Recovery and mitigation operations, logistics, information and planning, financial management and general administration are coordinated at the JFO.

### ***Public Assistance (PA) and Individual Assistance (IA) Activities Declared***

#### ***Disasters***

##### ***Public Assistance (PA)***

The Public Assistance (PA) program provides program support to eligible local governmental entities following a disaster to assist in the recovery and restoration of buildings, infrastructure and the removal of debris that is on public property. The categories of Public Assistance include:

- Category A: Debris Removal
- Category B: Emergency Protective actions
- Category C: Road Systems
- Category D: Water Control Facilities
- Category E: Buildings and Equipment
- Category F: Utilities
- Category G: Parks, Recreation, and Other

In the event of a declared disaster, Wayne County Emergency Management will work closely with ESF-15 - External Communications to notify all eligible governments and private not-for-profit organizations of the availability of federal public assistance funds. They include all Wayne County government agencies, and those quasi-governmental organizations that perform a governmental function. Such applicants are trained concerning the public assistance program through the various recovery training sessions offered. Notification may occur through written correspondence and telephone contacts, notices in local newspapers, and broadcasts on local radio station. The American Red Cross will notify local governments, non-profit agencies and other eligible applicants of scheduled briefings and kick-off meetings for the Public Assistance (PA) program and the Hazard Mitigation Grant Program (HMGP). The Public Assistance applicant briefings include guidelines for all aspects of financial management, personnel and record keeping that will be required for the various Federal and State financial assistance programs. State and Federal recovery personnel must advise Wayne County Emergency Management of these briefings so that agencies can be notified. Key components of the Public Assistance program include:

- Project Worksheets are prepared for eligible emergency costs and eligible costs for restoration of damaged facilities.
- The federal share for reimbursement under most federal declarations is 75 percent.

Documentation is obtained by Wayne County Emergency Management regarding damage sustained to:

- Roads
- Water control facilities
- Public building and related equipment
- Public utilities
- Facilities under construction
- Recreational and park facilities
- Educational institutions
- Certain private non-profit facilities

##### ***Individual Assistance (IA)***

If Wayne County is declared for Individual Assistance, eligible residents will be able to apply for the Individual Assistance Program. In some cases, FEMA will deploy habitability inspectors to verify the damages individual applicants are claiming. They will do this independent of the State or local assessors. Wayne County will also perform inspections of damaged homes to determine safety. Wayne County Public Works will be responsible for coordinating post-disaster habitability inspections. Wayne County Public Works will also be responsible for coordinating post-disaster



## **Wayne County Comprehensive Emergency Management Plan**

permitting of structures to ensure compliance with all state and local building codes and to maximize mitigation of damages in future disasters.

### ***Non-Declared Disasters***

During the recovery stage, a disaster may not be declared at the federal level. It will then fall upon the County and municipalities to use local funds, available competitive grant funds, or any supplemental funding provided by the State of New York to recover from the event.

Similar to a declared disaster, costs for response and recovery are to be monitored by all participating agencies. Each responding agency is responsible for the overall management of documentation of the costs of a non-declared disaster with reports submitted ultimately to DHSES.

### ***Disaster Recovery Centers and Staging Areas***

Centers that are set up in a disaster area to provide information on the complete range of disaster assistance that is available. The responsibility for managing these centers is jointly shared by the State, the Federal Emergency Management Agency, and Wayne County where the center may be located.

A Disaster Recovery Center (DRC) is a facility established in, or in close proximity to, the community affected by the disaster where persons can meet face-to-face with represented Federal, State, local and volunteer agencies to:

- Discuss their disaster-related needs
- Obtain information about disaster assistance programs
- Tele-register for assistance
- Learn about measures for rebuilding that can eliminate or reduce the risk
- Request the status of their application for Assistance to Individuals and Households

The Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator), DHSES and potentially FEMA, will assess the need to open Disaster Recovery Centers and Field Offices, based upon initial damage assessment and human services needs estimates and reports. Wayne County Emergency Management will request that a Disaster Recovery Center be opened in Wayne County.

Once it has been determined that Disaster Recovery Centers and/or a Disaster Field Office will be opened in or near Wayne County, DHSES will take the lead and should notify the Wayne County EOC. DHSES will advise if there are resources the County may need to supply include staffing. The DRC will be staffed with representatives from appropriate federal, state, county, private relief organizations, and other organizations capable of providing disaster related information to individuals and businesses.

The Wayne County Public Information Officer will provide local media with detailed information on locations of recovery centers, distribution sites and other individual assistance programs. Pamphlets will be prepared to be distributed by personnel in damaged areas so citizens will know how to apply for assistance.

### ***Unmet Needs***

The American Red Cross is designated to coordinate the unmet needs recovery function. The Disaster Services Director of the American Red Cross or designee will serve as the Unmet Needs Coordinator for Wayne County following a disaster. The Disaster Services Director will be responsible for making contacts and establishing a relationship with community service providers,



## **Wayne County Comprehensive Emergency Management Plan**

local churches, community outreach programs and volunteer organizations to be called upon in the event that a disaster creates unmet needs in the community.

Once immediate life safety issues have been addressed in the end of the response phase and early in the recovery phase, the next task will be identifying any unmet needs. If the need arises for an Unmet Needs Committee, the Disaster Services Director will appoint a committee and a chairperson. The committee will be comprised of members from local religious organizations, the American Red Cross and the appropriate State and Federal agencies. The Unmet Needs Committee Chairperson will be responsible for the oversight of the committee, addressing immediate human needs (food, water, clothing, etc.), immediate housing needs, issues involving special needs population and coordination with Community Relations Teams. The unmet needs committee will be formed on an as-needed basis for a given event. The Disaster Services Director will select the appropriate individuals and organization when the committee is formed.

### ***Mitigation***

In the aftermath of a disaster, Wayne County's mitigation goal is to ensure mitigation efforts are designed to ensure that residents, visitors, and businesses are safe and secure from future disasters. The strategies to complete this goal include:

- Complete and maintain a hazards and risk assessment
- Comprehensive list of mitigation goals, objectives and tasks
- Planning process and organizational framework for carrying out the mitigation goals and objectives
- Implement pre- and post-hazard mitigation actions to reduce overall risk/vulnerability
- Evaluation of existing agencies, organizations, plans, programs and guidelines that impact mitigation

### ***Coordination of Mitigation Activities***

Wayne County's Multi-Jurisdictional All-Hazard Mitigation Plan identifies the hazards that Wayne County is vulnerable to; assesses the facilities and structures that are most vulnerable to those hazards; offers a prioritized list of mitigation projects to take advantage of available funding; and links mitigation projects to these sources of funding.

Wayne County's Mitigation Plan defines the mitigation goals, objectives and initiatives for Wayne County. Annual reviews to Wayne County's Mitigation Plan are standard, and the Plan is fully updated every five year; although in the event of a disaster, or if needed, the plan can be updated more frequently.

### ***Mitigation Programs - Pre-Disaster Activities***

The National Flood Insurance Program (NFIP) –The Department of Agriculture, Division of Water Resources (DWR), provides technical assistance to the public and communities on the NFIP. The NFIP provides flood insurance to communities that agree to implement land use planning and construction requirements to reduce flood damage in their jurisdiction. These land use and construction requirements apply to all new construction and substantial improvements to existing structures in the community's Special Flood Hazard Areas (SFHAs).

Community Rating System (CRS) - Additionally, DWR provides technical assistance to local communities on the Community Rating System (CRS). The CRS is an integral part of the NFIP. Through reduced flood insurance premiums, the CRS provides incentives to communities that go beyond the minimum flood plain management requirements established through the NFIP.

Flood Mitigation Assistance (FMA) Program –This program makes federal funds available pre-disaster to fund mitigation projects in communities participating in the NFIP. These funds have a 25 percent non-federal match requirement. The overall goal of the FMA is to fund cost effective

## **Wayne County Comprehensive Emergency Management Plan**

measures that reduce or eliminate the long-term risk of flood damage to NFIP insurable structures. This is accomplished through the reduction of the number of repetitively or substantially damaged structures.

Repetitive Flood Claims (RFC) Program – The goal remains to reduce flood damages to individual properties for which one or more claim payments for losses have been made under flood insurance coverage and that will result in the greatest savings to the National Flood Insurance Fund (NFIF) in the shortest period of time.

Severe Repetitive Loss (SRL) Program – The goal remains to reduce flood damages to residential properties that have experienced severe repetitive losses under flood insurance coverage and that will result in the greatest savings to the National Flood Insurance Fund (NFIF) in the shortest period of time.

Pre-Disaster Mitigation (PDM) Program – The PDM is designed to assist States, Territories, Indian Tribal governments, and local communities to implement a sustained pre-disaster natural hazard mitigation program to reduce overall risk to the population and structures from future hazard events, while also reducing reliance on Federal funding from future major disaster declarations.

State Hazard Mitigation Planning - The State Hazard Mitigation Plan is updated every three years or in the aftermath of a disaster at the direction of the State Hazard Mitigation Officer (SHMO) as necessary. Additionally, the mitigation staff continues to provide technical assistance to communities on the development, implementation, and maintenance of local mitigation strategies.

### ***Mitigation Programs - Post Disaster Activities***

Hazard Mitigation Grant Program (HGMP) – HGMP is authorized by Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (the Stafford Act), Title 42, United States Code (U.S.C.) 5170c. The key purpose of HMGP is to ensure that the opportunity to take critical mitigation measures to reduce the risk of loss of life and property from future disasters is not lost during the reconstruction process following a disaster. HMGP is available when authorized under the Presidential major disaster declaration in the areas of the State requested by the Governor.

406 Mitigation - Section 406 of the Stafford Act provides for direct federal assistance for repairs and improvements to eligible damaged public facilities. Mitigation measures (improvements) must be identified in the Project Worksheets (PW's). The award of Section 406 hazard mitigation projects is at the discretion of the FEMA Regional Director.

## **Administration, Finance and Logistics**

### **Documentation**

Responding agencies should keep documentation on the ICS Activity Log (ICS Form 214) or another suitable log. The Wayne County EOC will document activities on a situation reports, common operating pictures, and/or WebEOC. Such documentation is crucial for the following reasons:

- Documentation is the key to recovering emergency response and recovery costs.
- Damage assessment documentation will be critical in establishing the basis for eligibility of disaster assistance programs.
- Documentation provides a legal account of the actions which took place before, during and after an emergency.

## **Wayne County Comprehensive Emergency Management Plan**

---

- Documentation provides for a historical record which could be used during after action reviews to improve response operations in the future.

Following a disaster, disaster response and damage files compiling information on the response of all agencies to a major disaster, including such records as photographs, press clippings, property damage reports, records of emergency response, summary reports of personal injuries, records relating to demolition and new construction, and correspondence. These records shall be permanently maintained.

During after action review the documentation will be used to identify:

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

### **Finance**

#### ***Funding***

During a local state of emergency, the monetary support for logistical and administrative support will be funded out of each agency's respective municipal budget.

In the event of a federal declaration, some expenses and/or reimbursements may become available to affected agencies through Public Assistance Grants.

#### ***Disaster Assistance***

As previously mentioned, in a federal disaster declaration the county and its eligible jurisdictions/citizens may qualify for federal assistance. Such assistance has been described above and will be further described in ESF 14. In the event of a federal declaration authorizing public assistance, applicant briefings will be conducted to educate responders and local officials about the cost recovery process.

The Wayne County Purchasing Department will manage and oversee the financial aspects of the Public Assistance Programs. The Wayne County Purchasing Department will work closely with Wayne County Emergency Management and DHSES to identify funds for the recovery effort, to include response, recovery and mitigation functions.

#### ***Tracking Local Disaster Costs***

In the event of a disaster, Wayne County Emergency Management may ask the County's Fiscal Assistant to assign a special project number to track all county-related expenses. Incorporated areas of the county may also assign special project numbers per the recommendation of Wayne County Emergency Management. FEMA cost sheets and equipment reimbursement price-out information are utilized for tracking costs for public assistance purposes.

#### ***Insurance and Cost Recovery***

The Wayne County Human Resources Self Insurance Specialist, in coordination with Wayne County Emergency Management or other designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator), will coordinate all insurance actions pertaining to Wayne County property. The Wayne County Purchasing Department coordinates all financial activities relating to recovery operations.

## **Wayne County Comprehensive Emergency Management Plan**

### ***Pet Sheltering Costs: Disaster Assistance Policy (DAP) 9523.19***

FEMA Disaster Assistance Policy (DAP) 9523.19 details eligible reimbursements related to pet sheltering including: shelter facilities, supplies and commodities, eligible labor, equipment, emergency veterinary services, transportation, shelter safety and security, cleaning and restoration, and the removal and disposal of animal carcasses.

ESF 6 provides the concept of operations for pet sheltering and documentation of costs.

### **Logistics**

#### ***Identifying Resource Gaps***

Resource and logistic gaps and response will be prioritized by the appropriate ESF function and accomplished under the direction of the EOC Manager. Information from Field Incident Commanders and Incident Action Plan priorities will be used to prioritize multiple requests. Resource requests will be met dependent on incident type and the responding entities available or anticipated resource requirements. All resource requests should be captured using an ICS form. Any requests requiring rental, hire or costs to fill will be passed on to the Finance group with a copy of the ICS form.

#### ***Current Capabilities***

Firefighting equipment (supplied by local municipalities) includes engines, tankers, quints, swift water rescue, heavy rescue and brush trucks. The County can supply mobile and fixed cascade systems, foam trailer, Hazmat trailer and technical decon trailer. The Wayne County Fire Service Resource and Equipment Inventory is updated annually and lists all available equipment.

Law enforcement includes an Emergency Response Team.

Emergency Medical Services includes not only ambulances but also an MCI trailer for medical team support.

Hospitals have deployable tents for triage, decontamination and medical treatment outside fixed structures.

The Wayne County Humane Society has a deployable trailer with assets to handle small pets.

The Wayne County Animal Response Team (WCART) has a deployable trailer with assets to handle large pets.

Wayne Area Transportation Service and most public schools can provide transportation assistance of general population and functional needs individuals with ADA compliant vehicles in the event of evacuations.

Public Works has a variety of equipment to handle road repairs, earth moving, debris clearance and removal, and barricades.

Emergency Communications has the ability to go to backup systems in the event of failure, and talk-around is possible through strategically placed towers in Wayne County.

Wayne County Emergency Management has Radio Amateur Civil Emergency Service (RACES) capability to augment and support agencies.

## Wayne County Comprehensive Emergency Management Plan

---

### **Contracting**

The following locations provide a list of contractors for Wayne County:

- Contractors that could be used to support emergency operations are contained within Munis, the Wayne County Municipal Financial System
- Wayne County can access the state contracting website at <https://nyspro.ogs.ny.gov/> and query for available state contracts applicable to political subdivisions (i.e. counties, towns and villages, etc.)

### **Requesting State Assistance**

#### **Coordination of resource needs:**

When local municipal resources are committed, Wayne County Emergency Management should coordinate assistance to satisfy resource needs.

If the County requires additional assistance, it will call mutual aid from adjacent counties and regional resources.

Only the Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) is authorized to request resource support from DHSES. Each agency tasked within this plan, is responsible for developing and maintaining applicable resource lists. These lists should follow established county protocols for maintaining resource lists. At a minimum, a full resource list (including all county resources) will be provided to Wayne County Emergency Management and the ESF 7 Coordinating and Primary Agency.

### **Key Logistics Facilities**

Potential locations for landing zones and staging areas are identified annually by Wayne County Emergency Management. Predetermined areas include the following:

Wayne County Landing Zone/Staging Area:

Williamson-Sodus Airport

Airport Driveway

Williamson, NY 14589

(315)483-6011

<https://www.airnav.com/airport/KSDC>

Point of Dispersing:

Lyons High School

10 Clyde Road

Lyon, NY 14489

Point of Dispersing:

Marion High School

4034 Warner Road

Marion, NY 14505

Point of Dispersing:

North Rose – Wolcott High School

11631 Salter-Colvin Road

Wolcott, NY 14590

Point of Dispersing:

06/21/2018

## Wayne County Comprehensive Emergency Management Plan

Wayne Central High School  
6200 Ontario Center Road  
Ontario Center, NY 14520

Point of Dispersing:  
Williamson High School  
5891 Route 21  
Williamson, NY 14589

### ***Pre-Staging***

Certain incidents may require pre-staging of assets. The Incident Action Plan (IAP) should identify potential trigger points for the incident and the associated assets. The IAP should be developed in preparation of or during an emergency or disaster situation.

### ***Fuel***

Fuel may be procured at either the County's fueling site or using local economy. Local incident command will provide the desired location of fuel purchasing if applicable for the incident. ESF 7 and ESF 12 provide further detail concerning procuring fuel.

### ***Security***

Security at each staging area may be accomplished by mission assigning ESF 13. ESF 13 provides further detail.

## **Continuity of Operations / Continuity of Government**

All government agencies should develop and implement Continuity of Operations Plans (COOP) to ensure that a viable capability exists to continue their essential functions of government services. Planning and training efforts for COOP is closely coordinated with the CEMP and actions. This serves to protect and preserve vital records/documents deemed essential for continuing government functions and conducting post-disaster operations.

Continuity of Government is also an essential function of Wayne County Emergency Management and is vital during an emergency/disaster situation. Critical issues such as Lines of Succession, Delegation of Emergency Authority, Emergency Actions, safeguarding essential records, and protection of government resources are adhered within the State of New York constitution, statutes and administrative rules.

Wayne County Resolution 438-17 "Adoption of Local Law Amending Local Law No. 2-2000 in Relation to Establishing the Continuity of County Government in the Event of a Disaster" establishes the order of succession for county government.

### ***Emergency Management Director***

The Emergency Management Director is under the administration of the County Administrator and makes routine decisions and advises the Board of Supervisors (including their role as Town Supervisor), County Administrator, and Village Mayors on courses of action available for making major decisions. Although the officials are responsible for all policy-level decisions, the Wayne County Emergency Manager or designee (who are the Radiological Officer or Planner/Trainer or Training Coordinator) is empowered by the Board of Supervisors to coordinate all emergency management activities in Wayne County. It should be noted the final responsibility for all emergency management functions ultimately belongs to the local government officials. The County Emergency Manager is expressly delegated the authority to make procedural changes



## **Wayne County Comprehensive Emergency Management Plan**

and update the Wayne County Local Comprehensive Emergency Management Plan without the Chairman's signature. Policy changes to this plan will require the approval of the Board of Supervisors and the Chair's signature.

### ***Other Delegations of Emergency Authority***

#### ***Individual Agencies***

Lines of succession in each of the agencies are according to their own requirements. Depending on the nature of the emergency or disaster, certain services may be suspended or changed significantly. Example: public transportation. The circumstances under which pre-delegated authorities (i.e., resolutions, inter-local agreements of cooperation, etc.) would become effective, and when they would be terminated will be indicated in this plan and/or as a part of the individual agencies standard operating guidelines (SOGs).

## **References and Authorities**

The following references and authorities may be consulted for further advice and guidance. Other than those references and authorities that have the inherent force and effect of law, this CEMP is not intended to incorporate them by reference.

### **Relationship to Other Plans**

In addition to the Wayne County CEMP, the following plans have been developed and are maintained pursuant to state and federal requirements. They may be incorporated in the CEMP annexes, as appropriate:

- Wayne County Multi-Jurisdiction All-Hazards Mitigation Plan
- Continuity of Operations / Continuity of Government (COOP/COG)
- Railroad General Geographic Response Plan (Fire Coordinator)
- Radiological Emergency Response (Emergency Management)
- Wayne County Public Health Emergency Preparedness and Response Plan
- Wayne County Public Health Medical Counter Measures Clinical Operations Plan
- Wayne County Public Health Strategic National Stockpile Plan
- Wayne County Public Health Continuity of Operations Plan
- Wayne County Public Health Risk Communications Plan
- Wayne County Public Health Isolation and Quarantine Plan
- Wayne County Public Health Pandemic Plan
- Wayne County Mass Casualty Plan (EMS Coordinator)
- Wayne County Mass Fatality Plan (Emergency Management)
- NYS EAS Plan
- Lake Ontario / St. Lawrence River Plan 2014 - [http://www.ijc.org/en\\_/Plan2014/home](http://www.ijc.org/en_/Plan2014/home)
- Revised FEMA Flood Insurance Regulations - <https://www.fema.gov/flood-insurance-reform-law>
- NYS Coastal Erosion and Hazard Area - <http://www.dec.ny.gov/lands/86541.html>

### **References:**

- Federal Bureau of Investigation's Concept of Operations - Federal Bureau of Investigation's Concept of Operations for Weapons of Mass Destruction
- Federal Radiological Emergency Response Plan
- National Incident Management System (NIMS) - National Incident Management System (NIMS)
- National Response Framework (NRF) - National Response Framework (NRF)

## **Wayne County Comprehensive Emergency Management Plan**

---

### **Authorities:**

- 16 U.S.C. 3501 - et seq, Coastal Barrier Resources Act.
- 44 CFR 350 - of the Code of Federal Regulations.
- 44 CFR Part 10 - Environmental Considerations.
- 44 CFR Part 13 - (The Common Rule) - Uniform Administrative Requirements for Grants and Cooperative Agreements.
- 44 CFR Part 14 - Audits of State and Local Governments.
- 44 CFR Part 206 - Federal Disaster Assistance for Disasters Declared after November 23, 1988.
- 44 CFR Parts 59-76 - National Flood Insurance Program and related programs.
- 50 CFR, Title 10 - 50 CFR - Title 10 of the Code of Federal Regulations.
- CO-2 NYS Records Retention and Disposition Schedule
- Federal Civil Defense Act of 1950, PL 81-950 as amended
- National Flood Insurance Act of 1968, 42 U.S.C. 4101 - As amended by the National Flood Insurance Reform Act of 1994 (Title V of Public Law 103-325).
- Public Law 101-549 - Clean Air Act Amendments of 1990, which provide for reductions in hazardous air pollutants and risk management planning requirements.
- Public Law 101-615 - Hazardous Materials Transportation Uniform Safety Act (HMTUSA), which provides funding to improve capability to respond to hazardous materials incidents.
- Public Law 106-390, Disaster Mitigation Act 2000 - Public Law 106-390, Disaster Mitigation Act of 2000, to amend the Robert T. Stafford Disaster Relief and Emergency Assistance Act to authorize a program for pre-disaster mitigation, to streamline the administration of disaster relief, to control the Federal costs of disaster assistance, and for other purposes.
- Public Law 107-296, 116 Stat. 2135 (2002) - Public Law 107-296, 116 Stat. 2135 (2002) (codified predominantly at 6 U.S.C. 101-557 and other sections of the U.S.C.), ESTABLISHED THE Department of Homeland Security with the mandate and legal authority to protect the American people from the continuing threat of terrorism.
- Public Law 833-703 - amendment to the Atomic Energy Act of 1954.
- Public Law 84-99,33 U.S.C. 701n - Flood Emergencies, authorizing an emergency fund for flood emergency preparation, flood fighting and rescue operations, and repair and restoration of flood control works threatened or destroyed by flood.
- Public Law 85-256, Price-Anderson Act - 42 U.S.C. 2210, which provides for a system of compensating the public for harm caused by a nuclear accident.
- Public Law 89-665,16 U.S.C. 470 - National Historic Preservation Act, relating to the preservation of historic resources damaged as a result of disasters.
- Public Law 91-671, Food Stamp Act of 1964 - in conjunction with Section 412 of the Stafford Act, relating to food stamp distributions after a major disaster.
- Public Law 93-234 - Flood Disaster Protection Act of 1973, as amended by the Flood Insurance Reform Act of 1994, 42 U.S.C. 4001, et seq, provides insurance coverage for all types of buildings.
- Public Law 93-288, as amended, 42 U.S.C. 5121 - et seq, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, which provides authority for response and recovery assistance under the Federal Response Plan, which empowers the President to direct any federal agency to utilize its authorities and resources in support of State and local assistance efforts.
- Public Law 95-510, 42 U.S.C. 9601 - et seq, the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), as amended, which requires facilities to notify authorities of accidental releases of hazardous materials.

## **Wayne County Comprehensive Emergency Management Plan**

- Public Law 99-499 - Superfund Amendments and Re-authorization Act of 1986, Part III, the Emergency Planning and Community Right-to-Know Act of 1986, 42 U.S.C. 11001, et seq, which governs hazardous materials planning and community right-to-know.
- Regulatory Improvement Act of 1994 - Regal Community Development and Regulatory Improvement Act of 1994.
- Stewart B. McKinney Homeless Assistance Act - 42 U.S.C. 11331-11352, Federal Emergency Management Food and Shelter Program.
- The Disaster Relief Act of 1974, PL 93-288 as amended
- Robert T. Stafford Disaster Relief and Emergency Assistance Act, PL 100-707
- Title III, of the Superfund Amendments and Reauthorization Act of 1986, PL 99-499 as amended
- Code of Federal Regulations, Title 44. Emergency Management Assistance
- Executive Order 12656, Assignment of Emergency Preparedness Responsibilities, of November 18, 1988
- Executive Order 12472, Assignment of National Security and Emergency Preparedness Telecommunications Functions, of April 3, 1984
- NYS Executive Law Article 2-B
- New York State Defense Emergency Act, as amended
- Wayne County Resolution # 147-1995, - dated 06/14/95, approving establishment of the Department of Emergency Management responsible for coordination of responses to disasters in Wayne County.

### **Memorandums of Understanding and Agreements:**

#### ***Federal***

- Emergency Management Assistance Compact - EMAC is the first national disaster– relief compact since the Civil Defense and Disaster Compact of 1950 to be ratified by Congress. Since ratification and signing into law in 1996 (Public Law 104-321), 50 states, the District of Columbia, Puerto Rico, Guam, and the U.S. Virgin Islands have enacted legislation to become EMAC members. EMAC offers assistance during governor-declared states of emergency through a responsive, straightforward system that allows states to send personnel, equipment, and commodities to help disaster relief efforts in other states.

#### ***State***

- Emergency Management Accreditation Program

#### ***Local***

- Regional Hazardous Materials Team - Wayne County serves as part of Seneca-Ontario-Wayne-Yates Hazardous Materials Regional Response Team. Wayne County's primary responsibility is to provide technical decontamination services in the four county region; however, the team may work throughout the state.
- Vulnerable Needs Registry – Wayne County maintains a voluntary Vulnerable Needs Registry.
- Fire Department Support - All fire departments within Wayne County and throughout the State of New York have mutual aid agreements to assist whenever resources have been exhausted and support is needed.
- Law Enforcement Support - All law enforcement offices (LEOs) within Wayne County and throughout the State of New York have mutual aid agreements to assist whenever resources have been exhausted and support is needed.
- EMS Support - Local emergency medical service (EMS) providers can be engaged in regional and statewide deployment to augment and support other EMS agencies.

## Wayne County Comprehensive Emergency Management Plan

- Mutual Aid and Shared Services agreements

Mutual Aid Agreements and MOU's		
Mutual Aid Agreement and Subject	Parties to the Agreement	Date
Wayne County Multi-Jurisdictional Municipal Mutual Aid Agreement 2011 Rev 2	Wayne County, Towns and Villages	Varies
Wayne County Fire Mutual Aid Plan	County Fire Services	Varies
Wayne County Emergency Medical Mutual Aid Plan	County EMS services	Varies
Wayne County Public Health – Utilizing schools for POD's	Wayne County and the School Districts	Varies

### CEMP Attachments

- CEMP-A 1: ESF Matrix
- CEMP-A 2: Emergency Declaration
- CEMP-A 3: Emergency Notification List
- CEMP-A 4: Wayne County Organizational Chart
- CEMP-A 5: Maps, Response Routes and Staging Areas
- CEMP-A 6: Succession List
- CEMP-A 7: Mutual Aid Agreements
- CEMP-A 8: Continuity of Government Resolution and Local Law
- CEMP-A 9: Wayne County Fire Service Resource and Equipment Inventory

### Emergency Support Function (ESF) Annexes

- ESF 1 – Transportation
- ESF 2 - Communications
- ESF 3 - Public Works and Engineering
- ESF 4 - Firefighting
- ESF 5 - Emergency Management
- ESF 6 - Mass Care, Emergency Assistance, Housing, and Human Services
- ESF 7 - Logistics Management and Resource Support
- ESF 8 - Public Health and Medical Services
- ESF 9 - Search and Rescue
- ESF 10 - Oil and Hazardous Materials Response
- ESF 11 - Agriculture and Animal Resources
- ESF 12 - Energy
- ESF 13 - Public Safety and Security

### Hazard Specific Appendices

Maintained under separate cover

### Agency to ESF Crosswalk

Note, only major agencies listed. Refer to ESF for complete agency listing.

## Wayne County Comprehensive Emergency Management Plan

CEMP Attachment CEMP-A 1: ESF Matrix Definitions:  C = Coordinating Agency, also a Primary Agency by default. Responsible for oversight for that particular ESF.  P = Primary Agency, has significant authorities, roles, resources, or capabilities for a particular function within an ESF. A particular ESF may have several Primary Agencies.  S = Support Agency, has specific capabilities or resources that support the primary agency in executing the mission of the ESF.  Agency:	ESF-1 Transportation	ESF-2 Communications	ESF-3 Public Works	ESF-4 Firefighting	ESF-5 Emergency Management	ESF-6 Mass Care, Housing & Human Services	ESF-7 Logistics Mgmt & Resource Support	ESF-8 Public Health & Medical Services	ESF-9 Search & Rescue	ESF-10 Oil and Hazardous Materials	ESF-11 Agriculture and Natural Resources	ESF-12 Energy and Utilities	ESF-13 Public Safety and Security	ESF-14 Long Term Community Recovery	ESF-15 External Communication
911	S	C			S				P						S
Radio Amateur Civil Emergency Services (RACES)		P						S	S						
Wayne County Aging and Youth	P					S		S						S	
Wayne County ALS Services								S							
Wayne Area Transportation Service	P					S									
Wayne County Attorney			S												
Wayne County Emergency Management	S	S	S	S	C	S	C		P	C	S	S		P	C
Wayne County Emergency Medical Services	P				S	S	S	P	P	S		S			
Wayne County Fire Coordinator	S			C	S		S		C	P					
Wayne County Information Technology		S			S										
Wayne County Local Emergency Planning Committee (LEPC)					S					S				S	
Wayne County Mental Health						P		P						S	
Wayne County Planning Department			S		S				P					C	
Wayne County Public Health Department					S	P		C			S			S	P
Wayne County Public Works	C		C		S		S	S		S	P	C		S	
Wayne County Purchasing	S	S	S		S	S	P	S		S	S				S
Wayne County Sheriff Office (WCSO)	S		S		S	S		S	P	S	P		C		P
Wayne County Social Services						S		P						P	
NYS Child Services	S					S		P						S	
BOCES / Schools Coordinator	P					S									
Wayne County Water & Sewer Authority			P									P			
Wayne County Soil & Water Conservation			P								C				
USDA											P				
NYSDEC			S	S					P	P	P			S	
NYS DOT	P		P		S					P					
NYS DOH			P	S	S	S		S		P	P				
NY National Guard	S		S	S									P		
NYS OFPC	S			S	S				S	P					
NYS Office of Mental Health				S				S							
NYS Police	S		S	S	S			S	P	P			P		S
NYS DHSES	S	S	S	S	S	S	S	S	S	S	S	P	P	S	S
NYS Dept of Corrections	S														
Red Cross					S	C		P	P	S	P			P	
Civil Air Patrol					S				S						
Humane Society of United States					S	P		S			S			S	
Newark Wayne Community Hospital								P							
Cornell Cooperative Extension			P											P	
Village DPW / Highway Departments / Police	S		P	P				S	P	S		P	P	P	
Town Public Works / Highway Departments	S		P					S	P	S		P	P	P	
FEMA			S			S	S					P			S
U.S. Army Corps of Engineers			S												
DOI Bureau of Reclamation			S												

