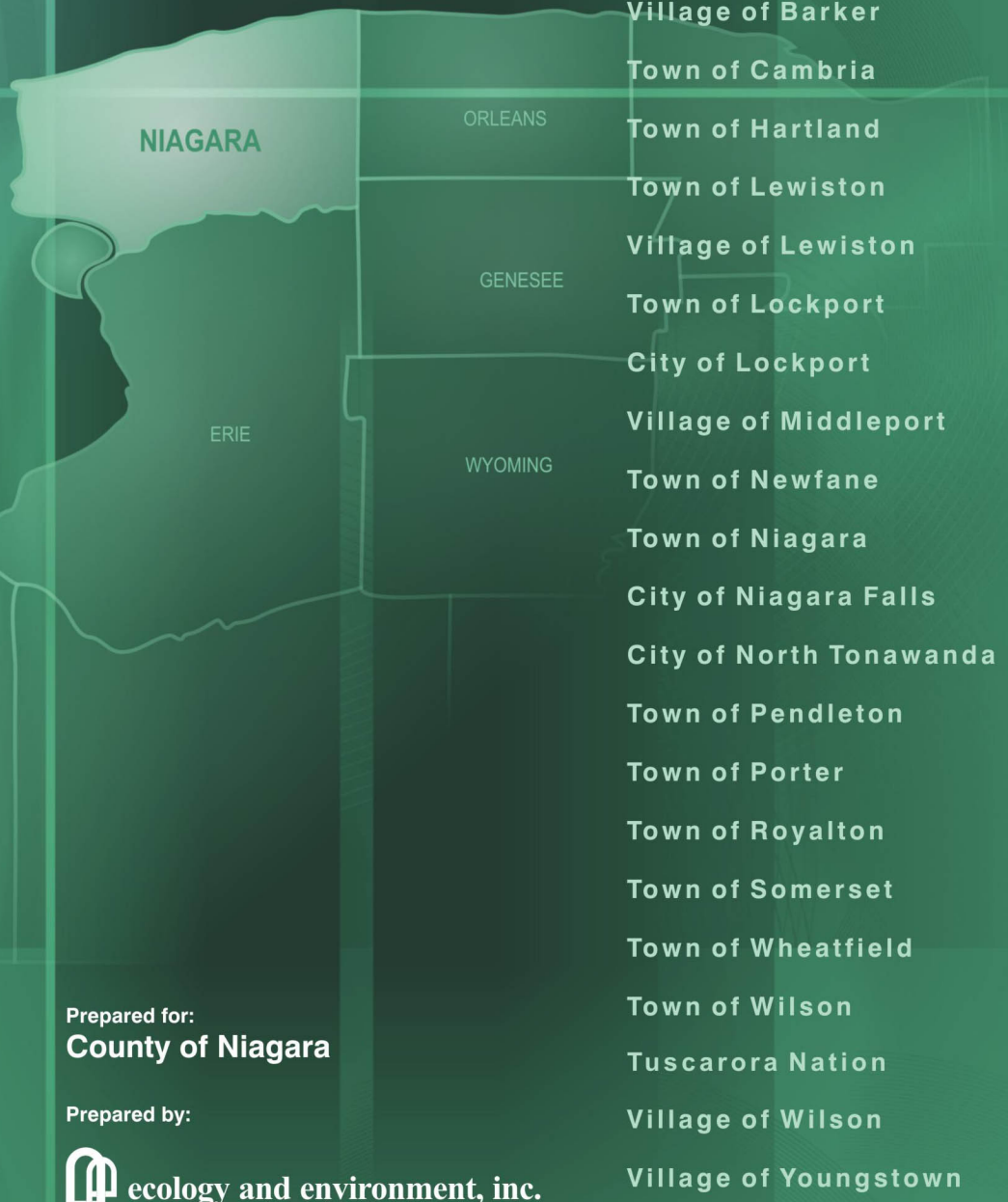




Niagara County

Comprehensive Emergency Management Plan

Updated—June 2007



Prepared for:
County of Niagara

Prepared by:



Niagara County Comprehensive Emergency Management Plan

Update: June 2007

Prepared for:

COUNTY OF NIAGARA

Prepared by:

ECOLOGY AND ENVIRONMENT, INC.

368 Pleasant View Drive
Lancaster, New York 14086

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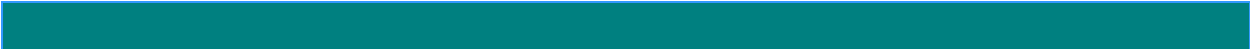
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List of Abbreviations and Acronyms

CAN	Community Alert Network
CEMP	Comprehensive Emergency Management Plan
COOG	Continuity of Government
DAC	Disaster Assistance Center
DPC	Disaster Preparedness Commission, N.Y. State
EBS	Emergency Broadcast System
EMS	emergency medical services
EOC	Emergency Operations Center
EPI	Emergency Public Information
ESF	Emergency Support Function
FEMA	Federal Emergency Management Agency
HAZNY	Hazards New York (computer software)
HMP	Hazard Mitigation Plan
HSPD	Homeland Security Presidential Directive
IC	Incident Commander
ICS	Incident Command System
LEPC	Niagara County Local Emergency Planning Committee
NAWAS	National Warning System
NIMS	National Incident Management System
NRP	National Response Plan
NWS	National Weather Service, a part of NOAA

List of Abbreviations and Acronyms (cont.)

OFPC	New York State Office of Fire Prevention and Control
PIC	Public Information Center
PIO	Public Information Officer
PSTF	Public Safety Training Facility
RACES	Radio Amateur Civil Emergency Services
RRT	Regional Response Teams
SARA	Superfund Amendments and Reauthorization Act
SEMO	State Emergency Management Office (New York)
SOG	Standard Operating Guideline

Executive Summary

Introduction

The Niagara County Comprehensive Emergency Management Plan (CEMP) is intended to provide general all-hazards emergency management guidance. Using existing organizations and lines of authority it provides a framework to help the county meet its responsibilities to prevent, protect against, respond to, and recover from emergency events. It outlines the policies, procedures, and capabilities, which may be required to coordinate the effective response by an appropriate combination of federal, state, local, tribal, nongovernmental, and/or private sector entities in order to save lives and minimize damage, and provide the basis for long-term community recovery and mitigation activities. However, the CEMP is not just a document or plan, but an ongoing process. The county is committed to reviewing and improving the CEMP on an annual basis in order to better protect the citizens who will rely on it.

Comprehensive Approach

The CEMP was prepared by county officials working cooperatively with state, federal, and private agencies in a planning effort coordinated by the New York State Emergency Management Office (SEMO). The Niagara County CEMP constitutes an integral part of a statewide emergency management program. Both Article 2-B of the State Executive Law and the New York State Defense Emergency Act authorized its development. The purpose of the plan is to minimize or prevent the impacts of disasters and to enhance the efficiency of response and recovery operations within Niagara County. A comprehensive approach to emergency management has been adopted emphasizing the interrelationship of activities, functions, and expertise necessary to deal with emergencies. The plan outlines the actions to be taken by the county before during and after emergencies and is divided according to three major components of emergency management. These components are disaster prevention and mitigation, response, and recovery.

The development of this plan included an analysis of potential hazards that could affect the county and an assessment of the capabilities existing in the county to deal with potential hazards.

County responsibilities are closely related to the responsibility of the local levels of government within the County (i.e., cities, towns, and villages) to manage all phases of an emergency. The County has the responsibility to assist the local governments in the event that they have fully committed their resources and are still unable to cope with any disaster.

This plan describes in detail the centralized direction of requests for assistance and the understanding that the governmental jurisdiction most affected by an emergency is required to fully involve itself in the emergency prior to requesting assistance.

Specific emergency management guidance for situations requiring special knowledge, technical expertise, and resources is included in separate annexes attached to the plan.

Management Responsibilities

County departments' and agencies' emergency management responsibilities are outlined in this plan. Assignments are made within the framework of the present County capability and existing organizational responsibilities. The Niagara County Emergency Management Office is designated to coordinate all emergency management activities of the County.

Niagara County has designated the use of the National Incident Management Systems (NIMS) as the basis for all incident management in the County of Niagara (Niagara County Legislature, resolution no. CSS-039-05, June 21, 2005). The NIMS is a management tool for the command, control, and coordination of resources and personnel in an emergency.

Conclusion

The Niagara County CEMP is intended to provide general all hazards management guidance, using existing organizations and lines of authority to allow the county to meet its responsibilities before, during, and after an emergency occurs. It is a document that outlines the policies, procedures, and assets necessary for the County to be prepared for probable and potential threats to its security. However, the CEMP is not just a document or plan, but an ongoing process. The County is committed to reviewing and improving the CEMP on an annual basis in order to better protect the citizens who will rely on it.

1

General Considerations and Planning Guidelines

1.1 Niagara County

Niagara County is located in the northwest corner of New York State and is bordered by Lake Ontario to the north and the Niagara River to the west. The county is uniquely situated along the United States-Canadian border. The geographic boundaries of Niagara County encompass nearly 523 square miles (see Figure 1-1). The most recent census data available indicates that 219,846 people currently reside within the County. Six percent of the population is 5 years old or under, while 15% of the County's total population is 65 years old or older. Of the population aged 21 to 64, 18% are disabled. Six percent of the population aged 5 years or older speaks a language other than English in their homes. Of significance is the Tuscarora Nation which is located within Niagara County with an estimated population of 2,500 people. Table 1-1 contains a description of the County jurisdictions including information on population and land area.

Table 1-1 2000 Niagara County Populations: Cities, Towns, and Villages

Municipality	Population	Land Area (sq. miles)
Niagara County (Total)	219,846	522.95
Village of Barker	577	0.42
Town of Cambria	5,393	39.87
Town of Hartland	3,947	52.21
Town of Lewiston	13,476	36.20
Village of Lewiston	2,781	1.07
City of Lockport	22,279	8.53
Town of Lockport	19,653	44.63
Village of Middleport	1,917	0.88
Town of Newfane	9,657	51.85
Town of Niagara	8,978	9.39
City of Niagara Falls	55,593	14.05
City of North Tonawanda	33,262	10.10

1. General Considerations and Planning Guidelines

Table 1-1 2000 Niagara County Populations: Cities, Towns, and Villages

Municipality	Population	Land Area (sq. miles)
Town of Pendleton	6,050	27.18
Town of Porter	4,963	32.05
Town of Royalton	6,011	69.10
Town of Somerset	2,288	36.75
Tuscarora Reservation	1,138	9.27
Town of Wheatfield	14,086	27.91
Town of Wilson	4,627	48.70
Village of Wilson	1,213	0.82
Village of Youngstown	1,957	1.16

Source: U.S. Bureau of the Census, Census 2000 Summary File 1.

The purpose of the CEMP is to minimize or prevent the effects of disasters and to enhance the efficiency of response and recovery operations.

1.2 Purpose and Objectives of the CEMP

A wide variety of emergencies, both natural and man-made, can result in loss of life, property, and income and disrupt the normal functions of community, government, and industry. Niagara County must be able to provide leadership and direction to prevent, mitigate, respond to, and recover from emergencies arising anywhere within the county. To meet this responsibility and under authority of Section 23 of the New York State Executive Law, the county has developed this Comprehensive Emergency Management Plan (CEMP). This plan sets forth the basic information for managing emergencies in Niagara County.

The objectives of this plan are to:

- Identify, assess and prioritize local and regional vulnerabilities to emergencies or disasters and the resources available to prevent or mitigate, respond to, and recover from them;
- Outline short, medium, and long range measures to improve the County’s capability to manage hazards;
- Provide a framework to prevent or mitigate hazards and to help the County and local governments prepare to respond to and recover from an emergency or disaster;
- Provide for the efficient utilization of all available resources during an emergency;



Source: Cornell Institute for Resource Information Systems (Cornell IRIS) 2006.

- County Boundary
- Town Boundary
- Village Boundary

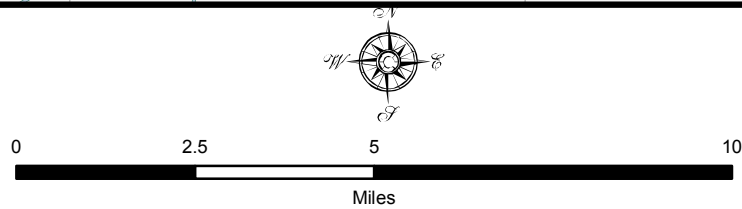


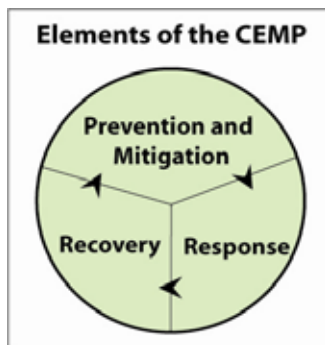
Figure 1-1
Niagara County, New York

1. General Considerations and Planning Guidelines

- Provide for the utilization and coordination of local government, state and federal programs to assist disaster victims, and to prioritize the response to the needs of the elderly, disabled, low income, and other groups which may be inordinately affected; and
- Provide for the utilization and coordination of state and federal programs for recovery from a disaster with attention to the development of mitigative programs.

1.3 Elements of the CEMP

The CEMP is organized around three phases (elements) of emergency management. These three phases constitute an ongoing cycle of management that include strategies to prevent and mitigate hazards, respond to, and recover from emergencies and their effects.



1.3.1 Prevention and Mitigation (Risk Reduction)

Prevention refers to those short- or long-term activities that eliminate or reduce the number of disasters. Hazard mitigation is any action taken to reduce the risk to human life, property, and the environment posed by a hazard. Niagara County is continually identifying potential disasters and disaster sites and recommending disaster prevention projects, policies, priorities, and programs, with suggested implementation schedules. The mitigation and prevention projects identified are aimed at strengthening Niagara County's ability to prevent disasters, protect citizens, preserve structures, and provide emergency services, as well as increase public awareness.

1.3.2 Response

Response activities are those that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes.

Response operations reduce the probability of secondary damage in addition to minimizing injury and damage to property

Most response activities follow immediately upon notification of an emergency. These activities are designed to minimize casualties and protect property through confinement, containment, and resolution of the problem. Response operations reduce the probability of secondary damage and thus speed recovery operations.

Response operations are initially the responsibility of and controlled by local government departments and agencies having ju-

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jurisdiction and may be supported and coordinated by the County Emergency Management Office as necessary. When local departments or agencies are unable to adequately respond, the County Emergency Management Office may be asked to assume a leadership role.

Activities required for coordinating the use of resources and manpower during and after disasters and methods of ensuring that the public receives the necessary information and services include:

- **Identifying materials, facilities, and services that may be required during a disaster.** Many of these have been identified and the county and other applicable local departments continue to research and manage all available resources.
- **Centralizing coordination of resources, manpower, and services.** An Emergency Operations Center (EOC), which utilizes existing organizations and lines of authority to deal with disasters, is in place. It is the responsibility of the Director of Emergency Management to ensure that a system for obtaining and coordinating disaster information, including the centralized assessment of local disaster effects and resultant needs has been implemented at the EOC. A specific plan for rapid and efficient communication and for the integration of county communication facilities during a disaster, including the assignment of responsibilities and the establishment of communication priorities, and liaison with municipal, private, New York State, and federal communication facilities is also the responsibility of the Director of Emergency Management. Systems currently in place have been evaluated and updated.
- **Communicating with the public during an emergency.** Primary and alternate warning systems have been developed, which will facilitate the dissemination of disaster warnings and other pertinent information to the public. Requests for assistance in the event of a disaster will be directed to a different central authority depending upon the nature of the disaster.
- **Providing care for the injured and needy.** Plans to provide care for the injured and needy, as well as programs to assist victims of disasters, with particular attention to the needs of the poor, elderly, handicapped, and other groups that may be especially affected by a disaster have been developed.
- **Activating county response assets.** Arrangements for using normal chains of command and incident command, so far as

1. General Considerations and Planning Guidelines

possible, and for continued communication and reporting have been implemented, and include procedures under which county and emergency service personnel and resources will be used in the event of a disaster. Plans for accessing and administering New York State and federal disaster assistance are in place.

- **Implementing emergency procedures.** Emergency procedures include controlling ingress and egress to and from a disaster area, coordinating evacuation procedures, and establishing temporary housing and other necessary facilities.
- **Developing criteria for establishing priorities with respect to the restoration of vital services and debris removal.** Criteria are developed on an incident specific basis for restoring and/or providing temporary repairs to critical county facilities damaged during emergencies.
- **Planning a system for continued operation of county government and essential services.** Continuity of government (COOG) plans will be prepared by individual departments to reflect the county's current government structure and responsibilities. The COOG plans will be submitted to the county legislature for adoption.

Recovery activities are intended to restore the community to its pre-emergency state.

1.3.3 Recovery

Recovery activities are intended to restore the community to its pre-emergency state, correct adverse conditions that may have led to the damage, and protect and improve the quality of life in the community.

Niagara County's plan to provide for recovery and redevelopment after disasters includes the following:

- Provide for cooperating with local counties, New York State, and federal agencies in recovery efforts.
- Train and educate for disaster officials and organizations to prepare applications for federal and New York State disaster recovery assistance.
- Recommend economic development and community development initiatives that minimize the impact of potential future disasters on the community.
- Recommend replacement, reconstruction, removal, or relocation of damaged or destroyed public or private facilities.

1. General Considerations and Planning Guidelines

- Revise zoning, subdivision, building, sanitary, and fire prevention regulations that prevent or limit future events and occurrences.
- Address the future prevention and mitigation of the specific hazard event experienced. Plans for the regular, formal discussion of lessons learned and the identification of specific mitigation and prevention activities are included in the comprehensive recovery effort.

1.4 Legal Authority

New York State Executive Law, Article 2-B, Section 23 authorizes Niagara County to prepare a CEMP in order to enhance the County's ability to manage emergency and disaster situations (see Appendix A). The Niagara County CEMP is part of a statewide emergency management program promulgated under the auspices of the New York State Emergency Management Office (SEMO) and is being developed in accordance with New York State Executive Law, Article 2-B; the New York State Defense Emergency Act, as amended; the Robert T. Stafford Disaster Relief and Emergency Assistance Act; and the Federal Civil Defense Act of 1950, as amended. Emergency management responsibilities for county departments and agencies are outlined in this plan and assignments have been made within the framework of current department and agency capabilities and existing organizational responsibilities.

The Niagara County Legislature adopted the Niagara County CEMP on November 5, 2003, pursuant to resolution PS-054-03. A copy of this resolution is provided in Appendix B.

1.5 National Response Plan (NRP)

The National Response Plan (NRP) establishes a comprehensive all-hazards approach to enhance the ability of the United States to manage domestic incidents. It forms the basis of how federal departments and agencies will work together and how the federal government will coordinate with state, local, and tribal governments and the private sector during incidents. The NRP is built upon the premise that incidents are typically handled at the lowest jurisdictional level. Nothing in this plan alters or impedes the ability of first responders to carry out their specific authorities or perform their responsibilities. The NRP facilitates coordination among tribe, local, state, and federal governments and the private sector without impinging on any group's jurisdiction or restricting the ability of those entities to do their job.

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The NRP applies a functional approach that groups the capabilities of federal departments, agencies, and other signatories into Emergency Support Functions (ESFs) to provide the planning, support, resources, program implementation, and emergency services that are most likely to be needed during actual or potential incidents where federal response is required. ESFs serve as the coordinating mechanism to provide assistance to state, local, and tribal governments or to federal departments and agencies conducting missions of primary federal responsibility.

1.6 National Incident Management System (NIMS)

In accordance with Homeland Security Presidential Directive (HSPD)-5 and as designated by the Niagara County Legislature (Resolution no. CSS-039-05, June 21, 2005) the county will utilize the National Incident Management System (NIMS) for all emergency/disaster management. Niagara County is committed to meeting the NIMS compliance requirements, including implementation at the county, city, town, and village levels.

The NIMS consists of a series of six components that work together as a system to provide a national framework for preparing for, preventing, responding to, and recovering from domestic incidents, regardless of cause, size, or complexity. The components, which are incorporated throughout this CEMP, include:

- Command and Management;
- Preparedness;
- Resource Management;
- Communications and Information Management;
- Supporting Technologies; and
- NIMS Management and Maintenance.

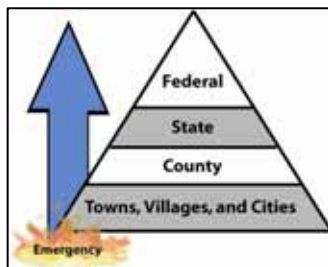
By utilizing NIMS, Niagara County is provided with the means to:

- Ensure that a common and proven incident management doctrine, practices, and principles are used to plan for, protect against, respond to, and recover from emergency incidents;

1. General Considerations and Planning Guidelines

- Maintain a response operation capable of expanding to meet an escalating situation and the ability to integrate resources and equipment from intrastate and interstate mutual aid agreements, state-provided assistance, and federal government response;
- Order and track response assets using common resources typing and definitions, and draw on mutual aid agreements for additional assistance;
- Establish staging and allocation plans for the re-distribution of equipment, supplies, and aid coming into the area from other localities, states, or the federal government through mutual aid agreements;
- Conduct situational assessments and establish the appropriate incident command system (ICS) organizational structure to effectively manage the incident; and
- Establish communication processes, procedures and protocols that will ensure effective interoperable communications among emergency responders, 9-1-1 centers, and multi-agency coordination systems EOCs.

When local resources are inadequate, the chief executive of a town or village may obtain assistance from other political subdivisions and the County government.



1.7 Concept of Operations: A Tiered Response

The primary responsibility for responding to emergencies rests with the local governments of towns, villages and cities, and with their chief executives, such as the town supervisor or mayor. Local governments and their emergency service organizations play an essential role as first responders to any emergency or disaster within their jurisdiction. In responding to a disaster, the local jurisdiction is required to make full use of its own facilities, equipment, supplies, personnel, and the resources of private entities. The local chief executive has the authority to direct and coordinate disaster operations and may delegate this authority to a coordinator. When local resources are inadequate, the chief executive of a town or village may obtain assistance from other political subdivisions and the county government.

When local resources are inadequate, the chief executive of a town, village, or city may obtain assistance from other political subdivisions and the County government. The County Manager or a designated appointee may coordinate responses for requests for assistance and has the authority to direct and coordinate County disaster operations. The Niagara County Emergency Management Office has been designated as the coordinating office for all emergency management activities within the County and is responsible for as-

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sisting individual cities, towns, and villages within Niagara County if they have fully committed their resources and are still unable to cope with any disaster.

National Response Plan (NRP)

As required by Homeland Security Presidential Directive-5, the NRP establishes a single, comprehensive approach to domestic incident management to prevent, prepare for, respond to, and recover from major disasters and other emergencies. The NRP is an all-hazards plan built upon NIMS and facilitates coordination among tribal, local, state, and federal governments.

The County may obtain assistance from other counties or the state when the emergency disaster is beyond the resources of Niagara County. A request for assistance to the state will be submitted through the Region V, Office of the New York SEMO located in Newark, New York. State assistance is supplemental to local emergency efforts. Upon the occurrence of an emergency or disaster clearly beyond the management capability and emergency resources of state and local governments, the governor may find that federal assistance is required and may request assistance from the president by requesting a declaration of a major disaster or emergency under the provisions of the Disaster Relief Act of 1974 and Public Law 93288. The NRP provides the framework for federal interaction with state, local, tribal, private-sector and nongovernmental entities in the context of domestic incident management to ensure timely and effective federal support.

2

Preparedness, Prevention, and Mitigation

Effective incident management begins with a host of preparedness, prevention, and mitigation activities conducted on a “steady-state” basis, well in advance of any potential incident. Preparedness involves an integrated combination of planning, training, exercises, personnel qualification and certification standards, equipment acquisition and certification standards, and publication management processes and activities.

2.1 Roles and Responsibilities

2.1.1 Role of the Niagara County Director of Emergency Management

The Niagara County Director of Emergency Management is responsible for coordinating countywide efforts to improve the safety and security of local residents, businesses, and visitors by reducing the impact of natural and man-made hazards on life, safety, and property throughout the County. The director works with the Niagara County Hazard Mitigation Planning Team, the Niagara County Critical Infrastructure Protection and Risk Management Team and the Local Emergency Planning Committee to:

- Identify the sources of potential danger in the County which may cause accidents and disasters;
- Determine the probable impact each disaster could have on people and property;
- Delineate the areas affected by potential disasters and designating risk areas;
- Prepare policies, programs and regulations to prevent and mitigate disaster in various areas of responsibility;
- Develop compliance and enforcement programs, including designation of officials to implement the policies;

2. Disaster Prevention and Mitigation

- Comply with federal and state regulations to maximize prevention and mitigation of potential hazards;
- Participate in state agencies' programs that have a direct effect on preventing and mitigating disasters in the County; and
- Develop an annual report on the status of planned, ongoing and recently completed actions and programs being pursued to help prevent and mitigate disasters throughout the County.

2.1.2 Role of the Niagara County Hazard Mitigation Planning Team

Niagara County chartered the Hazard Mitigation Planning Team in November, 2005. The team is lead by the Assistant Director of Emergency Management and includes representatives from all cities, towns, and villages located within Niagara County, as well as the Tuscarora Nation. The team was formed specifically to set priorities for hazard mitigation throughout the County and to guide the development of a multi-jurisdictional all-hazards mitigation plan. Team membership includes representatives from the following groups:

- Local, County and state law enforcement;
- Local fire protection;
- Local elected officials including mayors, town supervisors and council members;
- Municipal engineering;
- Local, County and state emergency management;
- Local and County public works;
- Local highway departments;
- Local and County water authorities;
- Local code enforcement and building inspection;
- The Tuscarora Nation;
- Local planning and zoning departments, and

2. Disaster Prevention and Mitigation

- Town attorneys' offices.

The Hazard Mitigation Planning Team developed the Niagara County Multi-jurisdictional Hazard Mitigation Plan (HMP) over a 14-month period beginning in November 2005. The HMP is included as an annex to this CEMP. The purpose of the HMP is to identify community policies, actions, and tools for implementation over the long-term that will result in a reduction in risk and potential for future losses within Niagara County. The HMP was submitted to SEMO for review and approval in January 2006. After SEMO has reviewed the HMP it will be submitted for final approval to Federal Emergency Management Agency (FEMA).

2.1.3 Role of the Niagara County Critical Infrastructure Protection and Risk Management Team

The Critical Infrastructure Protection and Risk Management Team was chartered in November, 2005 in order to establish a program to implement performance based protective measures identified during County-wide pre-disaster mitigation planning at critical facilities throughout the County. This multi-jurisdictional team is lead by the Commissioner of the County Department of Public Works.

2.1.4 Role of the Niagara County Local Emergency Planning Committee (LEPC)

Local Emergency Planning Committees were established in each county nationwide by the federal Emergency Planning and Community Right-To-Know Act, known as Title III of the Superfund Amendment and Reauthorization Act (SARA) of 1986. LEPCs were given additional duties in 1990 under the Hazardous Materials Transportation Safety Act, Clean Air Act Amendments, Oil Pollution Act, Pollution Prevention Act, and the Occupational Safety and Health Act. The Niagara County LEPC focuses primarily on planning and preparedness for hazardous materials emergencies of all types. The LEPC works to develop and maintain countywide hazardous materials emergency response capabilities and to ensure safety and security with respect to the storage, use, and transportation of hazardous materials throughout the County. Membership in the Niagara County LEPC includes local officials, emergency responders, environmental, hospital, and transportation personnel; and owners and operators of facilities subject to the federal and state emergency planning requirements.

2.2 Identification and Analysis of Potential Hazards

One of the key components of successful hazard mitigation is the identification and analysis of the potential disaster that could occur within a given geographic area. The Niagara County HMP identifies and assesses the specific potential for hazard events that could occur within the County or could impact an individual jurisdiction within the County. In order to identify all potential hazards the Hazard Mitigation Planning Team reviewed all existing hazard assessments completed within the County including the results of the most recent Niagara County Hazards, New York (HAZNY) analysis workshop which ranked terrorism, utility failure, and severe winter storm as the top three hazards countywide.

The planning team also considered all recent hazard events including declared disasters and other major emergencies. The State Hazard Mitigation Officer was consulted to identify applicable hazards. For natural hazards, the planning team consulted federal and state-run websites, local and county officials and other local entities such as the Niagara County Historical Society for information on past occurrences and their impacts. For man-made hazards, the planning team consulted the Niagara County Critical Infrastructure Database and the knowledge and experience of local and county first responders and emergency managers. The most critical potential hazards identified are:

- An intentional act, potentially an act of terrorism, precipitating a Countywide disaster impacting the lives, safety and economy of populations within and outside of the County;
- Utility failure due to technological or natural causes impacting large populations within and outside of the County;
- A severe winter storm system that deposits precipitation, such as snow (including lake effect snow), sleet, or freezing rain, with a significant impact on transportation systems and public safety; and
- The uncontrolled release of hazardous materials during transport, potentially causing death or injury to people and/or damage to property and the environment within and outside the County.

For detailed profiles of all hazards with a potential to significantly impact the County or a single jurisdiction within the County, in-

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cluding the probability of occurrence, past occurrences, severity of impact and zone of impact mapping, see the HMP.

2.3 Risk Reduction Policies, Programs and Reports

2.3.1 Identification and Development of Risk Reduction Policies, Programs and Reports

Niagara County effectuates risk reduction in two ways: identifying, developing and implementing policies, programs and projects for County-owned resources and assets – those resources and assets under its direct control; and advising and supporting local jurisdictions, as authorized by general municipal law, or as requested by local jurisdictions or private entities. The majority of these policies, programs, and projects are set out in the HMP.

The purpose of the HMP is to identify community polices, actions and tools for implementation over the long-term that will result in a reduction in risk and potential for future losses within Niagara County and all participating jurisdictions. Those hazard mitigation policies, actions, and tools chosen for inclusion in the plan are designed to cost-effectively reduce the vulnerability of one or all of the cities, towns and villages within Niagara County to likely or potential hazard events, both natural and man-made. By implementing the HMP, the County aims to reduce the cost of disasters to property owners and all levels of local government, protect critical infrastructure, reduce exposure to liability, and minimize community disruption from natural and man-made disasters.

The specific hazard mitigation activities included in the HMP were developed in order to support the accomplishment of the mitigation goals and strategies set out below:

Goal 1: To improve the safety and security of local residents, businesses and visitors by reducing the impact of natural hazards on life, safety and property throughout the County including economic and cascading impacts.

Objective 1.1: Implement mitigation activities that will reduce or eliminate impacts to lives and property from severe storms and severe winter storms, including ice storms.

Objective 1.2: Implement mitigation activities that will reduce or eliminate impacts to lives and property from flooding from all causes including ice jams.

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Objective 1.3: Implement mitigation activities that will reduce or eliminate impacts to lives and property from tornadoes and wind storms.

Objective 1.4: Implement mitigation activities that will reduce or eliminate impacts to lives and property from earthquakes, coastal erosion, and landslides.

Goal 2: To improve the safety and security of local residents, businesses and visitors by preventing or reducing the impact of man-made hazards on life, safety and property throughout the county, including economic and cascading impacts.

Objective 2.1: Implement mitigation activities that will eliminate the occurrence of, or reduce potential impacts to lives and property from hazardous materials spills at fixed sites or in transit, including incidents resulting in air contamination.

Objective 2.2: Implement mitigation activities that will eliminate the occurrence of, or reduce potential impacts to lives and properties from incidents of terrorism including incidents involving a bomb or improvised explosive device.

Objective 2.3: Implement mitigation activities that will eliminate the occurrence of, or reduce potential impacts to lives and property from incidents of power failure.

Objective 2.4: Implement mitigation activities that will eliminate the occurrence of, or reduce potential impacts to lives and property from incidents of dam failure.

Objective 2.5: Implement mitigation activities that will eliminate the occurrence of, or reduce potential impacts to lives and property from incidents of transportation accidents.

Objective 2.6: Implement mitigation activities that will eliminate the occurrence of, or reduce potential impacts to lives and property from incidents of human epidemic.

For a detailed listing of risk reduction policies, programs, actions and activities, including descriptions of each initiative, parties responsible for implementation, projected timelines for completion and estimated costs, see Table 6-1 of the HMP.

2.4 Implementing Risk Reduction Policies, Programs and Reports

The County chartered the Critical Infrastructure Protection and Risk Management Team to lead the implantation of the risk reduction policies, programs and initiatives included in the HMP. The team is lead by the Commissioner of the Niagara County Department of Public Works in close coordination with the Assistant Director of the Niagara County Emergency Management Office. The team will establish a program to implement the performance based protective measures identified within the HMP and lead the County in the implementation of protective measures for critical facilities. The team will support the implementation of projects and activities that will be spearheaded by individual jurisdictions as noted in Table 6-1 of the HMP.

2.5 Measuring the Ability to Prevent, Respond and Recover

A periodic assessment of the County's ability to manage the emergencies that could be caused by the identified hazards is a critical part of risk reduction. In July, 2005, the County completed a Gap Analysis Report which identifies the County's current capability for dealing with hazards and emergencies and also reflects the county's capability to monitor identified risk areas, in order to detect the onset of a hazardous situation and warn and protection the population at risk.

The report utilizes information collected from response network partners including law enforcement, fire and public health officials, cities, towns, and villages within the County with respect to emergency response and recovery capabilities and needs. The capabilities demonstrated were assessed in comparison to the capabilities required to effectively respond to and recover from the likely emergency scenarios that could impact Niagara County. The capabilities demonstrated were also assessed against the criteria set out for large jurisdictions in the Target Capabilities List, published by the Department of Homeland Security as a component of the Capabilities-based Planning Process under development at that time. The Gap Analysis Report included a review of all existing documents and plans, the identification of critical infrastructure throughout the County, a Countywide needs assessment and a Countywide capability assessment. The report identified weaknesses and opportunities for strengthening Countywide preparedness and emergency response and recovery capabilities in the following categories:

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- All Hazards Planning;
- Animal Health Support;
- Criminal Investigation and Intervention;
- Critical Infrastructure Protection and Risk Management;
- Critical Resource Logistics and Distribution Security;
- Emergency Evacuation;
- Emergency Operations Centers;
- Emergency Public Education;
- Emergency Response Communications;
- Engineering;
- Explosive Device Detection and Response Operations;
- Fatality Management;
- Firefighting Operations and Support;
- Food and Agriculture Safety and Security;
- Hazard and Vulnerability Analysis;
- Information Collection and Threat Recognition;
- Information Sharing and Collaboration;
- Intelligence Fusion and Analysis;
- Isolation and Quarantine;
- Mass Care;
- Medical Supplies Management and Distribution;
- Medical Surge;
- Pre-hospital Triage and Treatment;
- Public Health and Epidemiological Investigation and Laboratory Testing;
- Restoration of Lifelines;
- Urban Search and Rescue;
- Volunteer Management and Donations;
- Water Search and Rescue; and
- Worker Health and Safety.

Specific actions and initiatives to strengthen the weaknesses identified in the Gap Analysis Report are laid out in the Niagara County Strategic Security Plan. The findings of the Gap Analysis Report will be revisited during each periodic revision of the Strategic Security Plan to be undertaken by the Niagara County Homeland Security Partnership Steering Committee.

2.6 Monitoring Identified Hazard Areas

The Director of Emergency Management, along with the assistance of key county departments including the Department of Public Works, will develop the capability to monitor identified risk areas, in order to detect a hazardous situation and protect the population at risk.

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As a hazard or emergency situation develops, specific information will be obtained by monitoring the disaster effects. Where appropriate, monitoring stations will be established as part of other existing facilities for this purpose. Individuals will be designated by the responsible responding County departments to perform the monitoring tasks and man the stations. Monitoring tasks include the detection of hazardous potential as well as measurements or observations of a known hazard. Examples of such are rising water levels, radiation exposure levels, toxic exposure levels, seismic activities, the formation, and breakup of ice jams, erosion, and dam conditions. County departments responsible for monitoring specific hazardous conditions will coordinate this activity with private industry and utility companies as situations warrant.

2.7 Training

The county's Director of Emergency Management is responsible for arranging and providing, with the assistance of the New York SEMO, training programs for public officials, emergency management staff, key county personnel, local key personnel from towns and villages, emergency support services personnel, and volunteers providing assistance to local government. These training programs:

- When applicable, first responders will be undertake training that conforms with the NIMS identified national standards;
- Include knowledge of characteristics of disasters and their consequences and the implementation of emergency management programs including protective measures, notification procedures, available support and resources, and technical skills required for emergency management;
- Provide emergency personnel with the variety of skills necessary to help reduce or eliminate hazards or emergencies and increase personnel effectiveness in responding to and recovering from emergencies of all types;
- Include periodic exercises and drills to evaluate local capabilities and preparedness, including an operational exercise that tests a major portion of the elements and responsibilities in the emergency operations plan, and monthly readiness tests of warning and communication equipment;
- Consult with the County departments and agencies in developing training and exercise programs; and

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- Are based on technical guidance on the latest techniques from state and federal sources.

All County departments and agencies assigned emergency functions are responsible to develop training capability in order that departments and agencies train their employees in their duties and responsibilities in the prevention and mitigation of, response to, and recovery from, disasters.

Depending upon roles and responsibilities, emergency management training is provided to all new employees, recruits and first responders who have a direct role in emergency preparedness, incident management, or response (i.e., emergency medical services [EMS], hospitals, public health, fire service, law enforcement, public works/utilities, skilled support personnel, and other emergency management response, support and volunteer personnel). In addition to established training procedures and standards the following level of NIMS and ICS training will be provided, as identified in Table 2-1.

Table 2-1 Niagara County NIMS Compliance Training Matrix

Role	ICS-100 ^a	ICS-200 ^b	ICS-300 ^c	ICS-400 ^d	IS-700 ^e	IS-800 ^f
Law Enforcement						
Clerical	✓				✓	
Uniform Personnel	✓				✓	
Supervisors	✓	✓			✓	
Administration/Captains and above	✓	✓	✓		✓	✓
Sheriff, Chief of Dept., Etc.	✓	✓	✓		✓	✓
Fire/EMS						
EMT/Firefighter	✓				✓	
Line Officers	✓	✓			✓	
Assistant Chief	✓	✓	✓		✓	✓
Chief Officers	✓	✓	✓		✓	✓
Administration Officers	✓	✓			✓	
City/Town/Village/County						
Clerical	✓				✓	
Blue Collar	✓				✓	
Supervision	✓	✓			✓	
Administration	✓	✓	✓		✓	✓
Appointed/ Elected Officials	✓	✓	✓		✓	✓
Emergency Management	✓	✓	✓	✓	✓	✓
Hospitals						
Clerical	✓				✓	
Blue Collar	✓				✓	
Nursing	✓	✓			✓	

Table 2-1 Niagara County NIMS Compliance Training Matrix

Role	ICS-100 ^a	ICS-200 ^b	ICS-300 ^c	ICS-400 ^d	IS-700 ^e	IS-800 ^f
Supervision	✓	✓	✓		✓	✓
Department Head	✓	✓	✓		✓	✓
Administration	✓	✓	✓		✓	✓
Tribal						
Clerical	✓				✓	
Supervisory	✓	✓	✓		✓	✓

Notes:

^a ICS-100: Introduction to the Incident Command System

^b ICS-200: Basic ICS or its equivalent

^c ICS-300: Intermediate ICS

^d ICS-400: Advanced ICS

^e FEMA IS-700: National Incident Management System (NIMS), an Introduction

^f FEMA IS-800.A: National Response Plan (NRP), an Introduction

Updated: June 18, 2007

2.8 Exercises

In addition to training, Niagara County periodically conducts drills and exercises to orient, educate and train first responders and emergency management personnel on how to carry out emergency management plans and procedures. Realistic drills and exercises are necessary for the successful response to emergency incidents. Drills and exercises are also used to familiarize personnel with emergency procedures and to test their effectiveness.

The County's Director of Emergency Management is responsible for, with assistance with the assistance of the New York SEMO, arranging and implementing emergency drills and exercises for all personnel who are expected to participate in the emergency response and recovery process. In addition, they are also responsible for documenting all training, drills, and exercises.

Exercises conducted by Niagara County will:

- Include multidisciplinary, multi-jurisdictional, and multi-sector interaction—to improve integration and interoperability and optimize resource utilization during incident operations;
- Incorporate the NIMS/ICS into all exercises, to include drills, tabletop exercises, functional exercises, and full-scale exercises;
- Participate in all-hazard exercise programs based on the NIMS that involves responders from multiple disciplines and multiple jurisdictions; and

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- Incorporate corrective actions into preparedness and response plans and procedures.

See Appendix C of this CEMP for a list of previous emergency exercises conducted by Niagara County.

2.9 Public Education and Awareness

Niagara County is committed to providing public education and awareness activities to ensure that each household, especially vulnerable populations, within the County can respond appropriately to protect their own safety during an emergency. Planned public education and awareness activities include:

- Community education at block clubs, schools churches, senior center, and community agencies;
- Home-based emergency training to high-risk households with preparedness incentives through the “Healthy Neighborhoods” program;
- Continued citizen training in CERT, a comprehensive training program that empowers citizens to respond to the needs of their family, friends, neighbors and colleagues in the event of a disaster;
- Support for a 2007 Bi-national Emergency Preparedness Conference;
- Continued collaboration with first responder agencies and other partners to present area Emergency Preparedness Resource Fairs, Health Department Point-of-Distribution exercises, and training drills;
- Support of important existing community resources including the Niagara County Medical Reserve Corps; and
- Development of expanded community resources, including a countywide Citizen Corps and structured CERT Teams prepared to offer volunteer support and to respond during disasters in communities throughout the County.

At this time it is the responsibility of the Niagara County Director of Emergency Management to spearhead these efforts. The County is currently considering the execution of a contracted service agreement to acquire these services.

The Niagara County CEMP requires review at least annually by the Emergency Management Office and other key County departments.

2.10 CEMP Review and Updates

The review and update of this CEMP is critical to the effectiveness of the County's emergency management actions. This document will be reviewed/updated at least annually. Review is to include planning, training, response, exercises, equipment, evaluation, and corrective actions. In addition, this review/update will incorporate lessons learned and best practices from exercises and response operations.

The Niagara County Emergency Management Office in coordination with the Niagara County Local Emergency Planning Committee, County manager, County attorney, County government officials, New York State Disaster Preparedness Commission, other appropriate department heads, and the citizenry of Niagara County is responsible for maintaining, reviewing, and updating the CEMP.

As part of this review, the Director of Emergency Management requires that each County department conduct an annual review of their departmental emergency response role and their emergency procedures, and provide any changes to the Emergency Manager by February 1 of each year or as situations dictate. A report of this review and written documentation of any changes in plans or policies must be submitted to the Director of Emergency Management for inclusion in the County's CEMP (see Appendix D). The Niagara County CEMP will be submitted to SEMO by December 31 of each year in order to facilitate coordination of emergency operations with the state of New York. The date of the last update is contained on the first page of this CEMP and the plan for distributing CEMP updates is located in Appendix E.

3

Disaster Response

3.1 Responsibilities

3.1.1 General

An emergency may originate at the village, town, or city level. New York State Consolidated Law, Chapter 36-A, provides that each level of government has the first line of responsibility to respond to such an emergency in its locality, as well as the obligation to utilize all available resources to protect its citizens. Should the emergency escalate beyond the capability of the local government involved, the county government will be apprised of the need for support. The local government in need will notify the Niagara County Office of Emergency Management of any emergency situation for which they believe they require assistance. The local jurisdiction should notify the Director of Emergency Management immediately of any emergency situation so that the potential for county assistance may be identified, monitored, and placed on standby for immediate deployment. This advance notification will also allow the county to request immediate assistance from SEMO for any limited resources.

3.1.2 Department Responsibilities

Several Niagara County departments and agencies have specific response functions when emergency and disaster situations occur in Niagara County. The Director of Emergency Management develops and maintains a list of County department roles in County response and recovery activities. Appendix F describes each County department's emergency response functions.

3.1.3 Chairman of County Legislature

The chairman of the Niagara County Legislature is the chief executive officer of the county. During a disaster response situation, the chairman has the following authority and responsibilities:

- The chairman will take command of the emergency response organization as soon as the Director of Emergency Manage-

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ment has alerted him/her of the scope and magnitude of the emergency.

- As permitted by New York State Executive Law Article 2-B, Section 24, the chairman may:
 - Promulgate local emergency orders;
 - Waive local laws, ordinances, and regulations; and
 - Declare a local state of emergency within all or part of the county.

- As permitted by New York State Executive Law, Article 2-B, Section 25, the chairman may also:
 - Control the use of any and all county-owned resources and facilities for disaster response;
 - Request and accept assistance from other political subdivisions and the state when the situation escalates beyond the capability of county resources; and
 - Coordinate and provide assistance to other local governments that have exceeded their own emergency response capabilities.

- Designate a public information officer (PIO) to liaison with the media and public.

3.1.4 County Manager

The Niagara County Manager has the following authority and responsibilities:

- Serves as an advisor to the chairman of the county legislature; and

- Oversees the performance of county department and agency heads, except for the Sheriff's Department.

3.1.5 Director of Emergency Management

The Niagara County Director of Emergency Management has the following authority and responsibilities:

- Serves as the chief of staff to the chairman of the county legislature or his/her substitute to coordinate emergency response operations;

- Recommends to the chairman of the county legislature to declare a local state of emergency based on the severity of the situation and the necessity to use additional executive power as prescribed in Article 2-B of the State Executive Law to respond

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effectively to the emergency. The Director of Emergency Management's recommendation would be based on an initial situation report, which would indicate the necessity of the chairman's personal management and direction of the response and short-term recovery operations;

- Notifies and briefs county departments, agencies, and other organizations involved in an emergency response;
- Activates and deactivates the EOC;
- Facilitates coordination among the public and private emergency support organizations that are brought together to perform response and short-term recovery actions;
- Serves as the County liaison with federal and state assisting agencies; and
- Appoints specialty staff as necessitated by the emergency (i.e., transportation coordinator).

3.1.6 Succession

In the event of the unavailability of the Chairman of the County Legislature, County Manager, or Director of Emergency Management the following line of command and succession has been established by County Law to ensure continuity of government and the direction of emergency operations. Appendix G of this CEMP contains the County's succession procedures.

3.2 Emergency Response Operations

Emergency response operations in Niagara County are organized around two teams: the policy team and the coordination team. The policy team is responsible for developing emergency response policy for the county and consists of the following representatives:

- County Manager;
- Public Health Director;
- Sheriff;
- Director of Emergency Management;
- Commissioner of Public Works Commissioner;
- County Attorney; and

- Representatives from other agencies and/or individuals as deemed necessary by the specific incident.

The coordination team is responsible for coordinating the type and application of resources used when responding to emergencies and the organization and monitoring of field operations. The coordination team consists of the following individuals:

- Assistant Director of Emergency Management;
- Deputies or designees of the policy team;
- Representatives from other agencies, such as social services, the American Red Cross, schools, utilities, emergency medical services, and the PIO;
- Incident Commander;
- Region V Office of SEMO;
- New York State Office of Fire Prevention and Control (OFPC); and
- Representatives from other agencies and/or individuals as deemed necessary by the specific incident.

3.3 Command and Management

The County's standard incident command structures are based on three key organizational systems.

3.3.1 Incident Command System (ICS)

The ICS defines the operating characteristics, interactive management components, and structure of incident management and emergency response organizations engaged throughout the life cycle of an incident.

Niagara County endorses the use of the ICS, as developed by the NIMS, and formally adopted by the state of New York, for emergencies requiring multi-agency response. This includes the use of common terminology, modular organization, management of objectives, incident action planning, manageable span of control, pre-designated incident facilities, comprehensive resource management, integrated communications, transfer of command, unity of command, unified command, personnel and resource accountability, and information and intelligence management.

ICS allows flexibility in its implementation so that its structure can be tailored to the specific situation at hand. The emergency responders first responding to an incident are responsible for initiating the use of ICS.

The ICS is organized by five functions:

- Command;
- Operations;
- Planning;
- Logistics; and
- Finance.

An ICS with all five functions organized as sections is depicted on Figure 3-1:

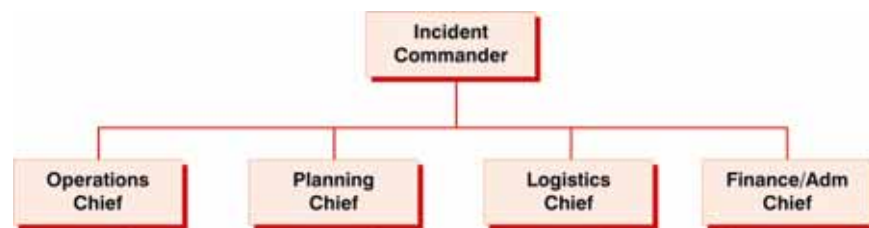


Figure 3-1 National Incident Management-Command System Organization Model

Under ICS, the Incident Commander (IC) has the overall responsibility for the effective on-scene management of the incident and must ensure that an adequate organization is in place to carry out all emergency functions. The IC is usually selected due to his or her position as the highest-ranking responding officer at the scene. As an incident grows in size or becomes more complex, a more highly qualified person may be assigned by the responsible jurisdiction. The IC directs emergency operations from an incident command post. A single command post is established at the emergency scene. In minor incidents, the five ICS functions may be assumed directly by the IC. Larger incidents usually require that one or more of the functions be set up as separate section under the IC. Safety, information, and liaison functions are additional responsibilities of the IC. These activities can be assigned to staff under the IC.

During an emergency, Niagara County response personnel must be cognizant of the ICS in place and their role. Some personnel may be responders to the scene and have functional or staff roles in the

on-scene ICS structure. Other personnel may be assigned to the EOC or other locations where they will provide support to the responders at the scene. County response personnel operating at the EOC are organized by ICS function and interact with their on-scene counterparts, as appropriate.

3.3.2 Mutual Aid

Niagara County maintains a response operation capable of expanding to meet an escalating situation. This includes the ability to integrate resources and equipment from intrastate and interstate mutual aid agreements, state-provided assistance, and federal assistance. Mutual-aid agreements are the means for one jurisdiction to provide resources, facilities, services, and other required support to another jurisdiction during an incident. It is strongly encouraged that Niagara County departments, municipalities, and first responder agencies develop mutual-aid agreements with those in neighboring jurisdictions from which they expect to receive or to which they expect to provide assistance during an incident.

Mutual aid agreements should be expanded beyond support services and equipment to include information sharing.

3.3.3 Public Information Systems

A timely, reliable, and effective method for warning and informing the public is necessary in order to implement public-protection actions. Niagara County utilizes several processes and procedures to communicate accurate information to the public during a crisis or emergency situations.

Public information functions are coordinated and integrated across jurisdictions and across functional agencies, including federal, state, local, tribal partners and with private-sector and nongovernmental organizations.

Warnings and information are disseminated to the public over the Emergency Broadcast System (EBS) or through the Community Alert Network (CAN). EBS is the “voice” of emergency public information. The chairman of the county legislature or his/her designee will request activation of this system. The primary EBS program control stations serving Niagara County are WLVL-AM and WBEN-AM. CAN is a high-speed telephone emergency notification company that allows critical information to be provided to large numbers of people or to a precise number of people in a short period of time and can be activated by the Niagara County Sheriff’s Department and/or SEMO.

3.4 Incident Command Post and Emergency Operations Center

3.4.1 Incident Command Post

On-scene emergency response operations are directed and controlled by the IC from an incident command post located at or near the site of the emergency. This is the only command post at the emergency scene. All other facilities at the scene used by agencies for decision-making should not be identified as a command post. The incident command post is selected by the IC based upon the logistical needs of the situation and is located at a safe distance from the emergency site. If a suitable building or structure cannot be identified for use as an incident command post, the mobile command post may be used for this purpose.

3.4.2 Emergency Operations Center

Organization

EOC organization will follow the NIM-ICS Model, Figure 3-1.

Location

The primary EOC is located at the Niagara County Public Safety Training Facility (PSTF), 5574 Niagara Street Extension in Lockport, New York. If an emergency situation renders the EOC inoperable, an alternative EOC site may be utilized on an emergency-specific basis.

EOC Activation and Deactivation

The Director of Emergency Management is responsible for activating, deactivating, and managing the EOC or alternate EOC during emergencies. Each county agency or organization is responsible for identifying a representative and two alternates who will report to the EOC when it is activated and provide decision-makers with vital information and coordinate the agency's response effort with other responding organizations and agencies. Work areas will be assigned to each agency represented at the EOC.

Continuous Operations

The EOC will be staffed to operate continuously on a 24-hour basis, if required. In the event of a prolonged emergency situation, the EOC command structure will be organized into two teams. Each team will be assigned to 12-hour shifts to be designated by the Director of Emergency Management. Designation of shifts will be established as conditions warrant.

Central Communication Center

The Director of Emergency Management will establish a means of communication between the EOC and Niagara County Central Communication Center. The following will be maintained at the EOC:

- A current alert notification roster of all permanent, auxiliary, and volunteer emergency support services personnel;
- A current chart and/or checklist of management activities and coordination required during emergencies;
- Current maps and data as a basis for plotting the location and effects of the disaster, for assessment and evaluation of prospective response options;
- Current copies of county departments and agencies emergency response plans for reference;
- A situation board for recording and reporting during the progress of an emergency;
- A daily activities log; and
- A current resource inventory.

Internal Security

Internal security at the EOC during an emergency will be provided by the Niagara County Sheriff’s Department, which will include:

- Requiring all persons entering the EOC to check in at the security desk located at the main entrance;
- Issuing all emergency personnel a pass to be worn at all times while in the EOC;
- Ensuring all passes are returned to the security desk when departing from the premises; and
- Controlling access to only those requested or required to be at the EOC.

EOC Operations

The situation room is located in the operations room of the EOC. The Director of Emergency Management will designate a situation

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officer who will be responsible for emergency situation reporting. The situation officer will:

- Develop a uniform reporting format for all phases of situation reporting, to ensure that the information reported is precise, concise, and clear;
- Ensure that information on the emergency situation is collected and reported as soon as possible after the occurrence of the incident;
- Receive copies of all messages and/or situation reports from the IC and local and state government officials sent to the EOC, or alternate EOC, pertaining to an emergency situation;
- Authenticate the reports and acknowledge receipt;
- Request periodic situation reports from each participating County key department or agency represented at the EOC;
- Select for posting, in chronological order on the situation board, the crucial situation report, and damage assessment information;
- Analyze the situation reports and brief the EOC emergency staff regularly on the situation;
- Maintain an event log to include key disaster-related information;
- Prepare the Initial Disaster Situation Report to be submitted to the chairman of the county legislature and the Region V Office of the SEMO. The report will contain the following information:
 - Date and time of disaster,
 - Type of disaster,
 - General location of disaster,
 - Specific are affected including number of people,
 - Number of injured (estimate),
 - Number of dead (estimate),
 - Extent of damage (estimate),
 - Damage or loss of municipal response equipment,
 - Roads closed, and
 - Actions taken; and

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- Prepare follow-up situation reports, to be submitted at regularly scheduled intervals to SEMO Region V.

Emergency Response – Field Operations

Field operations required for emergency response will be directed and controlled by the IC. The IC will:

- Be responsible for all field operations and command the on-scene response force, including public and private emergency personnel;
- Contact owners of buildings that may be used as a command post;
- Establish an incident command post, at a safe distance from the disaster or accident scene, from where field operations will be directed and controlled;
- Delineate the area encompassed within the perimeter of the disaster and establish this as the disaster area;
- Control the disaster area;
- Make arrangements to obtain radio, telephone, and emergency power for the command post;
- Select an area suitable to serve as a staging area for receiving resources and supplies for the field operations;
- Be responsible for establishing and controlling the emergency routes to and from the scene, establishing the location of blocked roadways, controlling of traffic on routes within the disaster area and providing security and crowd control;
- Establish communications with the county EOC;
- Recommend to the Niagara County Sheriff's Department or the local police agency of the area involved if evacuation is necessary and to what extent the disaster area should be evacuated;
- Make arrangements to obtain protective equipment for emergency personnel as required by the situation;
- Keep county EOC updated with on-scene situation reports in accordance with a regular reporting schedule; and

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- Make arrangements with local providers for the quartering and feeding of the on-scene response force in the event a prolonged response operation will make this necessary.

If required by the emergency situation, the coordination group may assign a liaison officer to assist the IC in the field and facilitate communications between the field and coordination team in the EOC. Appendix G defines the lines of succession for continuity in the EOC for each County department.

3.5 Identification and Notification

Emergency warnings are received at the County Dispatch Center through the National Warning System (NAWAS) and National Weather Service (NWS) on a 24-hour basis. Upon initial notification of an emergency through the County Dispatch Center, the Niagara County Communications Center at the Niagara County Jail will activate the alert notification roster, to alert the Director of Emergency Management, Sheriff, Deputy Coordinators, and all key emergency officials as designated, to report immediately for duty.

Emergency response personnel will be alerted on a priority basis according to type of emergency. The emergency staff members who arrive first will initiate the County Emergency Response Procedures for key departments and agencies. The Director of Emergency Management will notify and brief the chairman of the county legislature and the appropriate department heads on the status and situation of a major disaster. The Director of Emergency Management will confirm the activation and availability of resources to the IC.

3.6 Declaration of Local State of Emergency and Promulgation of Local Emergency Orders

In response to an emergency, or its likelihood, upon a finding that public safety is imperiled; the County Manager may proclaim a state of emergency pursuant to section 24 of the State Executive Law.

The County's procedures for declaring a state of emergency is contained in Appendix A of this CEMP.

3.7 Communication and Information Management

3.7.1 Emergency Communications

Communications for emergencies in Niagara County will be based on the particular type of incident encountered. Demand for communications in disasters and emergencies take three primary forms.

1. Dispatch - Systems for reporting emergency events and assigning personnel, services, and equipment to emergency sites.
2. Information Exchange - Systems for sending or reporting data, messages, and other routines except critical information regarding emergency events and response activities.
3. Direction and Control - Systems for exchanging information and analysis regarding the status, priorities, and evaluation of emergency actions among decision-makers and key officials managing response operations.

Communications systems available for emergency management and response operations in Niagara County include:

- Emergency Management Direction and Control networks and Radio Amateur Civil Emergency Services (RACES), based at the Niagara County Sheriff's Department and EOC (and alternate EOC) are managed by the Communications Officer including:
 - Direction and control networks for emergency management staff, including limited access for key public officials;
 - Systems for coordination of emergency operations with SEMO, New York State OFPC, and with emergency management officials in nearby counties;
 - Access and limited backup capability for local emergency service networks (fire, police, emergency medical services, public works);
 - A vehicle equipped with emergency management and emergency service networks designed as a mobile communications command-post;
 - RACES: licensed volunteers with their own equipment capable of establishing disaster and emergency communication networks among fixed sites or in the field.

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- Emergency Service Systems used by fire, police, emergency medical networks, and public works designed for:
 - Dispatch and information exchange among stations and vehicles routinely providing emergency services as a function of their daily operations;
 - Direction and control of personnel and resources within a specific emergency service agency (within a police department or local fire company) by two-way radio communication;
 - Direction and control among agencies providing similar emergency services in a mutual-aid operation (among several police agencies, or among a group of fire departments);
 - Limited direction and control among police, fire, emergency medical services, and public works through the Niagara County Central Communications Center.

- Support Systems:
 - Primarily public works departments and related agencies, which have communication systems designed for daily internal operations, with the capacity to provide equipment, vehicles, and manpower for emergency communications in support of public works, utility, and transportation activities.

Control of communications in disasters and emergencies remains with the primary dispatch center for each frequency, although integration of systems can be achieved by coordinating operations at the Communications Center, and by interaction among the Communications Officers of each department and agency involved.

Emergency service networks (fire, police, emergency medical services) are controlled by the Communications Center 24 hours per day. In situations involving mutual aid, or similar multi-agency response, the County Communications Center serves as the system's coordination point, through its integrated capability with dispatch locations throughout the County.

The Central Communications Center will maintain continuous communication and liaison with the IC and shall brief and advise the Communications Officer of the EOC regarding the status of communication activities and the potential need for additional/alternate system coordination and support. If it is necessary for an emergency service to operate communications from a secondary or backup transmission site, the Emergency Management Office that regularly controls the frequency will provide personnel for

the secondary site operation, unless other arrangements have been established.

The Emergency Management Communications Officer shall provide review, analysis, and recommendations to the Director of Emergency Management regarding enhancement of overall communications capability among emergency service, emergency management, and other systems available for emergency and disaster operations.

Incident management organizations must ensure that effective, interoperable communications processes, procedures, and systems to support a wide variety of incident management activities across agencies and jurisdictions are in place.

Incident response communications (during exercises and actual incidents) should feature plain English commands so they will be able to function in a multi-jurisdictional environment.

3.7.2 Public Information Officer

In time of emergency, the chairman of the County legislature, in consultation with the Director of Emergency Management and/or IC, will designate a county PIO. The county PIO will:

- Establish a Public Information Center (PIC) from where to respond to inquiries from the general public and news media and coordinate all official announcements, statements, and briefings;
- Make arrangements with the Emergency Broadcast System (EBS) to broadcast the location of PIC and designate a telephone number for the public to use to obtain information during the emergency;
- Be in charge of the PIC and assume overall responsibility for obtaining essential information for accurate and consistent reports to the press;
- Authenticate all sources of information received and verify accuracy;
- Provide essential information and instructions including the appropriate protective actions to be taken by the public, to the broadcast media and press;

3. Disaster Response

- Coordinate the release of official announcements concerning public safety to the public with the key departments and agencies involved;
- Clear all news releases with the IC;
- Check and control the spread of rumors;
- Arrange and approve interviews with the news media and press by emergency personnel involved in the response operation;
- Arrange any media public tours of emergency sites;
- Inform the public about places of contact for missing persons, continued emergency services, and recovery assistance;
- Make Emergency Public Information (EPI) materials available for distributing to the public and the use by the news media, including for the visually impaired and non-English speaking population groups; and
- Make written and/or oral agreements with the news media for dissemination of EPI and emergency warnings and establish points of contact.

The PIC may be established at the EOC or at any location where information flow can be maintained, without interfering with emergency operations. The PIC may be located at a “one-stop” center where citizens and news media can obtain information and assistance.

3.8 Protective Actions

3.8.1 Evacuation

Based on the on-scene assessment of the emergency characteristics such as magnitude, intensity, time until onset and duration, and the recommendation of the Director of Emergency Management, the chairman of the County legislature may designate specific zones of the disaster area within which the occupancy and use of buildings and the ingress and egress of vehicles and persons may be prohibited or regulated and issue an evacuation order. Once this evacuation order is issued, four individuals -- the Director of Emergency Management, IC, transportation coordinator, and sheriff-- have specific responsibilities, as outlined below.

The director of emergency management will:

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- Notify the Region V Office of SEMO of the evacuation order;
- Direct the coordination of the evacuation operation procedures for:
 - Warning and notifying the public within the disaster area,
 - Establishing of evacuation routes,
 - Informing the public about emergency conditions, evacuation routes, destination and other vital information,
 - Closing schools, hospitals, other public facilities,
 - Providing means of transportation,
 - Notifying the American Red Cross chapter to open up pre-designated shelters to house and feed evacuees,
 - Providing general and special care for evacuees,
 - Providing security, law enforcement, and fire protection for shelter areas,
 - Providing operational support to the IC,
 - Arranging support from state and federal agencies if required,
 - Designating a transportation coordinator, as required,
 - Initiating the general return to evacuated areas, and
 - Initiating recovery; and
- In coordination with the IC, the director of emergency management will:
 - Estimate the total number of persons to be evacuated and the number of evacuees that need public transportation and shelter,
 - Identify the number and type of vehicles required for the evacuation of persons without transportation, and
 - Notify the transportation coordinator of the transportation support requirements.

The IC will:

- Direct the evacuation operations within the disaster area;
- Depending on the scale of the emergency, the IC may be assisted by an evacuation coordinator to carry out the many varied responsibilities involved in the operation;
- Coordinate through the EOC, with the warning officer and PIO, public notification and warning of evacuation and public information;

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- In appropriate, stage the evacuation movement, based on those in greatest danger and logistical and transportation considerations;
- Coordinate, with the sheriff and through the EOC, the evacuation movement to shelters; and
- Coordinate the provision of security, law enforcement and fire protection for evacuated areas with local police and fire agencies.

The County transportation coordinator will:

- Mobilize the required number and types of vehicles, to evacuate persons without transportation and the elderly and disabled;
- Coordinate operation with the IC, through the EOC, to provide buses and designate bus pickup points; and
- Establish a dispatching system to control the movement of buses from the emergency zones to the shelters.

The Sheriff will:

- Designate evacuation routes from the evacuation zones to the shelters;
- Control the movement of all traffic on these routes by establishing traffic control points;
- Coordinate road services support through the EOC with the Public Works Department and contact towing services;
- Provide security and law enforcement for the evacuation area and at shelters;
- Provide emergency zone perimeter control and coordinate through EOC with IC; and
- Provide traffic control for return movement.

The County Mass Evacuation Management Annex contains detailed information, responsibilities, and procedures for any type of hazard requiring mass evacuation.

3.8.2 In-Place Sheltering

When the emergency situation does not require evacuation, or if time and circumstances renders evacuation impractical, the citizens of the County residing in or near a hazard area may be directed by the IC to seek protection against potential dangerous exposure generated at the hazard area. Citizens may take shelter in their own homes or other designated buildings located within the hazard area.

The Director of Emergency Management will maintain a current American Red Cross listing of shelter facilities within the County. The American Red Cross chapters servicing Niagara County have primary legal responsibility to provide emergency reception and care services for individuals and families taking shelter in designated facilities. The Department of Social Services is designated as the County support agency for reception and care operations. American Red Cross guidelines for registration, shelter operation and record keeping will be used for all mass care facilities operated by local government and school officials.

American Red Cross chapters maintain a current listing of all facilities (schools) available for reception and care use in an emergency and with which there exists an agreement between the facilities and the chapters to utilize such facility for emergency mass care. American Red Cross chapters shall provide updated mass care facilities lists to the SEMO annually and designate and train mass care facility managers.

The Commissioner of the Department of Social Services shall compile a list of additional public and private facilities to be utilized as mass care facilities in the various towns, villages, and cities in the county to supplement American Red Cross resources including designating facilities for lodging institutionalized or special needs groups.

The Sheltering and Mass Care Plan provides further information.

3.8.3 Emergency Procedures for Agriculture and Livestock

Recent outbreaks of animal diseases abroad have raised issues of food supply contamination with respect to emergency planning. Niagara County has procedures in place for the protection of livestock, crops, and food products and the prevention of animal disease outbreaks and other agricultural emergencies. The Niagara County Emergency Management Office will coordinate with the Cornell Cooperative Extension during any emergency to manage the evacuation or in-place sheltering of livestock. These two agen-

cies will also coordinate in order to accomplish the quarantine of livestock in the event of an animal epidemic. Quarantine procedures might also be required for agricultural products and supplies not including livestock. Additional actions taken by the two agencies in the event of an emergency impacting livestock or agricultural production could include disease response and dead animal disposal.

3.8.4 Isolation and Quarantine

The County Emergency Management Office will coordinate with the Niagara County Department of Public Health in the event that it is necessary to quarantine citizens who have been or may have been exposed to highly contagious or infectious diseases. The Department of Public Health has developed responses and procedures that will be used to address the isolation and quarantine of an identified population within Niagara County including locations for confinement, confirmation of exposure and healthcare for quarantined individuals. These procedures are contained in Niagara County Department of Health Isolation and Quarantine Protocol which is an annex to the County's Public Health Emergency Preparedness and Response Plan.

3.9 Emergency Medical Assistance and Public Health

A tragic and large-scale disaster could be accompanied by injury and death to large numbers of people, which would quickly overwhelm the ability of local medical resources to quickly deliver adequate responses to all victims. The Niagara County Emergency Management Office will coordinate with the state and county departments of public health as well as the hospitals and coroners operating within the county to address the logistical issues surrounding any incidents resulting in mass human casualties. This coordination of efforts will ensure that the capabilities of all hospitals and medical service providers are integrated allowing for the fastest response to medical emergencies and incidents involving mass casualties.

3.10 Meeting Human Needs

Emergency situations can destroy citizens' ability access the resources they require in order to meet basic human needs. The Niagara County Emergency Management Office will work with the County Departments of Social Services, Mental Health, and the Office for the Aging in order to finds ways to provide the following resources during an emergency:

- Temporary shelter, medical care or other basic human needs with an emphasis on space, supplies, and access;
- Short-term assistance toward mortgage or rental payments to prevent families with children from becoming homeless; and
- Support for operations of organizations that have experienced sudden, significant increases in client demand or sudden, significant declines in operating support.

3.11 Special Needs Populations

Individuals with disabilities and members of other special needs populations often experience challenges maintaining independence, communication, transportation, supervision, and medical care during disasters and emergencies. Individuals in need of additional response assistance may include those who:

- Have disabilities;
- Live in institutionalized settings;
- Are elderly;
- Are from diverse cultures;
- Have limited English proficiency or who are non-English speaking;
- Are children; or
- Are transportation disadvantaged.

Members of these populations often have specific disaster-related needs requiring additional assistance or capabilities. Niagara County has developed and promotes the inclusion of individuals with disabilities and other special needs populations in all phases of the emergency management cycle. A Special Needs Plan is contained as an annex of this CEMP. It contains specific policies and procedures for assisting special needs populations during times of crisis.

3.12 Restoring Public Services

Damage to and destruction of homes, special facilities, and vital utilities during an emergency may place the public at substantial risk of food and water contamination, communicable diseases, and

exposure to extreme temperatures. For this reason, the efficient restoration of public services is an important aspect of emergency response. In the event that local jurisdictions require assistance in the restoration of public services Niagara County Emergency Management, in coordination with the Department of Public Works and with each of the public utility operators, will work to:

- Restore emergency public services and assess of damage to the infrastructure;
- Develop a strategy to reconstruct and restore critical infrastructure; and
- Transfer responsibility of operation and maintenance back to local authorities after services are restored.

3.13 Resource Management

The County Emergency Management Office maintains an inventory, ordering, and tracking system for fire, EMS, and public works resources, and may request resources from other agencies as necessary. The Office of Emergency Management, SEMO, and New York State OFCP identify and manage the use and return of loaned resources.

To every extent possible, Niagara County will use the resource typing definitions to describe and inventory their resources using the NIMS Resource Typing Definitions. The NIMS-oriented resource management allows jurisdictions to share resources among mutual aid partners.

The NIMS defines standardized mechanisms and establishes requirements for processes to describe, inventory, mobilize, dispatch, track, and recover resources over the life cycle of an incident. In addition, relevant national standards and guidance will be used to achieve equipment, communication, and data interoperability is incorporated into local acquisition programs.

Niagara County also works to ensure the adequate coordination of the activities of volunteers during times of disaster and the effective utilization of donated goods. The American Red Cross will partner with the Niagara County Emergency Management Office and SEMO to manage the use of volunteers during emergency response and recovery. These agencies will coordinate with the Niagara County Treasurer's Office in order to manage the collection and dispersal of donations for use in emergency response and recovery. Donations will be distributed based upon assessed needs.

3.14 Standard Operating Guidelines

Each County department assigned responsibility under this portion of the CEMP is required to have its own Standard Operating Guidelines (SOGs). These SOGs address activation of personnel, shift assignments at the EOC, assignment to the field, including the Incident Command Post (if applicable), coordination with other agencies, drills, exercises, and ICS training.

Each department SOG is updated at least annually or as changes occur and reviewed at a joint department planning meeting held each fall. The SEMO retains copies of each SOG.

Additional SOGs on file at the SEMO are listed in Appendix H.

4

Disaster Recovery

4.1 Documentation of Expenses

From the outset of the initiation of emergency response actions, it is essential that County response personnel keep detailed records of expenditures for:

- Labor used to combat emergencies;
- Use of owned equipment;
- Use of borrowed or rented equipment;
- Use of materials from existing stock; and
- Contracted services for emergency response.

These records of expenditures will be required in the future by state and federal auditors as supporting documentation to qualify for state and/or federal reimbursement.

4.2 Damage Assessment

4.2.1 Responsibilities

The responsibility of damage assessment lies with the local jurisdictions where the damage was experienced. The County is responsible for assessing all damage to County infrastructure and property, and is responsible for coordination and aiding the local jurisdictions in their own damage assessment programs.

The Director of Emergency Management is the primary responsible party for coordination and damage assessment activities during emergency situations. The director is also responsible for implementing, with the assistance of the state and local officials, a damage assessment program and calling upon the participation of County departments and agencies in the damage assessment program.

At the direction of the Director of Emergency Management, support for disaster assessment and documentation will be provided on an “as needed” basis by the following County departments:

- Public Works;
- Health;
- Social Services;
- Planning and Development; and
- Real Property.

All other County departments and agencies identified in this plan will be on “standby” to provide assistance in the damage assessment and documentation process. Damage assessment activities will be directed and controlled from the EOC.

4.2.2 Damage Assessment Team

As part of the damage assessment program, the Director of Emergency Management will designate a Damage Assessment Officer, who will be responsible for both assessing the County’s damage due to an emergency situation and coordinating and aiding the local jurisdictions in their own damage assessment programs. Other responsibilities of the Damage Assessment Officer include directing other damage assessment related activities, establishing a damage assessment office in the EOC, and developing an analysis and damage assessment capability.

The Damage Assessment Officer is responsible for three phases of damage assessment activities.

4.2.3 Pre-emergency Activities

- Identifying and maintaining lists of county agencies, personnel, and resources to assist and support damage assessment activities.
- Identifying and maintaining lists of non-government groups, such as non-profit organizations, trade organizations, and area professionals that could provide assistance.
- Forging memorandums of understanding or agreement between local government and private organizations for technical support.
- Arranging annual training of selected personnel in damage assessment survey techniques.

4.2.4 Emergency Activities

- Preparing and maintaining documents, maps, photos, and videotapes of damage.
- Reviewing procedures and forms for reporting damage to higher levels of government.
- Determining, with the assistance of the Region V Office of the SEMO, the types of available damage assessment assistance and procedures for obtaining them.
- Informing the SEMO Region V Director if state and/or federal support is required to assist locals in the damage assessment process.
- Recording the use of non-government personnel to perform damage assessment functions.

4.2.5 Post-emergency Activities

- Through coordination with the Chairman of the County Legislature and other County department and agency heads:
 - Selecting personnel to participate in damage assessment survey teams;
 - Completing damage assessment survey reports and maintaining records of the reports;
 - Submitting damage assessment reports to the Director of Emergency Management;
 - Coordinating damage assessment activities with the jurisdiction’s authorized agent; and
 - Assisting authorized agents in the preparation of documentation needed for disaster assistance application to state and federal government, including Notice of Interest, Damage Survey Report, and Project Application.

At the time of the local state of emergency declaration, the Director of Emergency Management will:

- Direct the Damage Assessment Officer to activate the damage assessment staff in the EOC;
- Request through the SEMO Region V Office the rapid deployment of the New York State Regional Response Teams (RRTs), to:

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- Assist local emergency officials to analyze and assess the impact of the event;
 - Provide technical assistance to local officials as necessary; and
 - Advise the governor through the SEMO, as to the proper course of action for state government in assisting affected local communities.
- Request through the SEMO Region V Office the early assignment of a FEMA liaison officer to observe the local damage assessment activities.

4.2.6 Damage Assessment

Damage assessment teams will be organized and deployed to disaster locations to collect and report information, on the type, extent and impact of damage using a standard assessment and reporting format (see Appendix I). Damage assessment teams will consist primarily of local government employees, such as public works engineers, building inspectors, assessors, and members of non-profit organizations, such as the American Red Cross and the Salvation Army. When necessary, non-government personnel from the fields of engineering, construction, insurance, property evaluation, and related fields may supplement the teams.

There will be two types of damage assessment:

- Infrastructure – damage to public property and infrastructure; and
- Individual Assistance – impact on individuals and families, agriculture, and private sector.

Each damage assessment team will have a designated team leader who will report to the Damage Assessment Officer at the EOC. Personnel from county operating departments, assigned damage assessment responsibilities, will remain under the control of their own departments, but will function under the technical supervision of the Damage Assessment Officer during emergency conditions. The Communication Officer in the EOC will provide mobile communication equipment for damage survey teams, if possible. All assessment activities in the disaster area will be coordinated through the IC.

4.2.6.1 Director of Emergency Management

The Director of Emergency Management will submit to the Region V Office of SEMO:

- An evaluation of the social and economic impact of the disaster on the local community in terms of “people problems;”
- A damage assessment report based on local survey and assessment of damage in dollar value not covered by insurance; and
- A description of the specific types of aid required from other levels of government and an estimate of the approximate duration for which it is needed.

4.2.6.2 Authorized Agent

The chairman of the county legislature, in consultation with the Director of Emergency Management and county treasurer, will designate a person to be the County’s authorized agent for preparing and submitting disaster assistance applications to the state and federal government.

The County’s authorized agent will:

- Attend public assistance applicant briefings conducted by federal and state agencies;
- Review SEMO’s Public Assistance Handbook or Policies and Guidelines for Applicants;
- Obtain from the Damage Assessment Officer maps showing disaster damage locations documented with photographs and video;
- Prepare and submit Request for Public Assistance in applying for Federal Disaster Assistance;
- Assign local representative(s) who will accompany federal/state survey team(s);
- Follow-up with the New York State governor’s authorized representative and/or FEMA;
- Submit Proof of Insurance, if required;
- Prepare and submit project listing for any available grants;
- Maintain accurate and adequate documentation for costs on each project;

- Observe FEMA time limits for project completion;
- Request final inspection of completed work or provide appropriate certificates;
- Prepare and submit final claims for reimbursement;
- Assist in required state audit;
- Consult with governor's authorized representative for assistance; and
- Maintain summary of damage suffered and recovery actions taken.

4.2.6.3 Damage Assessment Reports

The Director of Emergency Management is the lead for coordinating the efforts of state and federal evaluation teams and compilation of data for the final Damage Assessment Report. The report is required for establishing the eligibility for any state and/or federal assistance.

The Damage Assessment Report will contain information on destroyed property, property sustaining major damage, and property sustaining minor damage for the following categories:

- a) Damage to private property in dollar loss to the extent not covered by insurance:
 - Homes,
 - Businesses,
 - Industries,
 - Utilities, and
 - Hospitals, institutions, and private schools;
- b) Damage to public property in dollar loss to the extent not covered by insurance;
- c) Damage to agriculture in dollar loss to the extent not covered by insurance;
- d) Cost in dollar value will be calculated for individual assistance in the areas of mass care, housing, and individual family grants;
- e) Community services provided beyond normal needs;

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- f) Debris clearance and protective measures taken such as pumping, sandbagging, construction of warning signs and barricades, emergency levees, etc.; and
- g) Financing overtime and labor required for emergency operations.

SEMO's damage assessment guidance, with appropriate forms, is available from the County Emergency Management Office.

The Damage Assessment Report is required for establishing the eligibility for any state and/or federal assistance, and necessity of a gubernatorial and presidential declaration.

4.3 Planning for Recovery

Recovery includes community development and redevelopment. Community development is based on a comprehensive development plan prepared under the direction of local planning departments and boards. Comprehensive community development plans are officially adopted by local government as the official policy for development of the community. Localities with public and political support for land use planning and the corresponding plan implementation tools (zoning ordinances, subdivision regulations, building codes, design guidelines) can use these tools successfully for pre-disaster prevention and mitigation.

The chairman of the county legislature decides whether the recovery will be managed through existing organizations with planning and coordination skills or by a recovery task force created exclusively for this purpose. The recovery task force whether as an existing organization or special task force will:

- Direct the recovery with the assistance of county departments and agencies coordinated by the Director of Emergency Management; and
- Prepare a local recovery and redevelopment plan, if deemed necessary pursuant to Section 28a of the State Executive Law.

4.4 Recovery and Redevelopment Plan

The redevelopment plan shall include, but need not be limited to proposals for:

- Replacement, reconstruction, removal, or relocation of damaged or destroyed public facilities and infrastructure;

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- Establishment of priorities for emergency repairs to community facilities, buildings, and infrastructure;
- Economic recovery and community development; and
- New or amended zoning ordinances, subdivision regulations, building and sanitary codes, other land use management regulations as appropriate to avoid or minimize future losses.

The recovery and redevelopment plan shall take into account and incorporate, to the extent practical, relevant existing plans and policies. Prevention and mitigation measures should be incorporated into all recovery planning whenever possible, such as:

- Engineering solutions to reduce vulnerability to certain disaster types;
- Land use management strategies; and
- Local ordinances, which mitigate against disasters from natural and man-made hazards.

Responsibilities for recovery assigned to local governments depend on whether or not a state disaster emergency has been declared pursuant to Article 2-B or the State Executive Law.

If the governor declares a state disaster emergency, then under Section 28-a, the local governments have the following responsibilities:

- a) Any county, city, town, or village included in the disaster area shall prepare a local recovery and redevelopment plan, unless the legislative body of the municipality shall determine such a plan to be unnecessary or impractical.
- b) Within 15 days after declaration of a state disaster, any county, city, town, or village included in such disaster area, shall report to the State Disaster Preparedness Commission (DPC) through SEMO, whether the preparation of a recovery and redevelopment plan has been started and, if not, the reasons for not preparing the plan.
- c) Proposed plans shall be presented at a public hearing. The hearing will be announced at least five days before hearing. Announcements will be made in a newspaper of general

circulation in the area affected and transmitted via radio and television.

- d) The local recovery and redevelopment plan shall be prepared within 45 days after the declaration of a state disaster and shall be transmitted to the DPC. The DPC shall provide its comments on the plan within 10 days after receiving the plan.
- e) A plan shall be adopted by such county, city, town, or village within 10 days after receiving the comments from DPC.

The adopted plan may be amended at anytime in the same manner as originally prepared. Once revised and adopted it shall be the official policy for recovery and redevelopment within the County.

4.5 Reconstruction

Reconstruction consists of two phases. Phase 1 consists of short-term reconstruction to return vital life support systems to minimum operating standards. Phase 2 includes long-term reconstruction and redevelopment, which may continue for years after a disaster, and will implement the officially adopted plans, policies, and programs for redevelopment. Phase 2 includes risk reduction projects to avoid the conditions and circumstances that lead to the disaster.

Long-term reconstruction and recovery includes activities such as:

- Securing public assistance;
- Scheduling planning for redevelopment;
- Analyzing existing state and federal programs to determine how they may be modified or applied to reconstruction;
- Conducting public meetings and hearings;
- Providing temporary housing and public facilities;
- Coordinating state and federal recovery assistance;
- Monitoring of reconstruction progress; and
- Preparing periodic progress reports to be submitted to SEMO.

Reconstruction operations must conform to all existing state and federal laws and regulations concerning environmental impact. Reconstruction operations in and around designated historical sites must conform to existing state and FEMA guidelines. In addition, to the extent possible, the actions and procedures found in the Niagara County Hazard Mitigation Plan will be consulted to guide reconstruction in such a way as to minimize or eliminate future impacts from a similar incident.

4.6 Public Information on Recovery Assistance

The PIO is responsible for making arrangements with the broadcast media and press to obtain their cooperation in adequately reporting the following information to the public:

- What emergency assistance is available to the public and private sector;
- Who provides assistance;
- Who is eligible for assistance;
- What records are needed for documentation of items, that are damaged or destroyed by the disaster;
- How to apply for assistance; and
- Where to apply for assistance.

The above information will be prepared by the PIO and furnished to the media for reporting to the public. The Director of Emergency Management, in consultation with officials from SEMO and FEMA, will select suitable county, state, or federal buildings in the appropriate locations to serve as Disaster Application Centers (DACs). DACs will serve as “one-stop” centers, where disaster victims will be registered to apply for available assistance provided by federal, state, and county agency programs and private organizations such as the American Red Cross, Salvation Army, and non-profit and charitable organizations.

The following forms of assistance may be made available to disaster victims:

- Food stamps (regular and/or emergency);
- Temporary housing (rental, mobile home, motel);



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- Unemployment assistance and job placement (regular and disaster unemployment);
- Veteran's benefits;
- Social Security benefits;
- Disaster and emergency loans (Small Business Administration, Farmers Home Administration);
- Tax refunds;
- Individual and family grants; and
- Legal assistance.

A

Specific Powers and Authorities

A. Specific Powers and Authorities

A. DECLARATION OF A STATE OF EMERGENCY (Executive Law 2-B, Section 24)

1. This section of the Executive Law authorizes the Chairman of the County Legislature to proclaim a local state of emergency within all or part of the territorial limits of Niagara County in the event of a disaster or emergency, or in the event of a reasonable threat of immediate danger where the public is imperiled.

Following such proclamation and during the continuance of a local state of emergency, the Chairman of the County Legislature may promulgate local emergency orders to protect life and property and bring the emergency situation under control. Such orders may, within part or all the territorial limits of the County, provide for:

- a. The establishment of a curfew and the prohibition and control of pedestrian and vehicular traffic;
- b. The designation of specific zones where the occupancy and use of buildings and the ingress and egress of vehicles and persons may be prohibited or regulated;
- c. The regulation and closing of places of amusement and assembly;
- d. The suspension or limitation of the sale, dispensing, use, or transportation of alcoholic beverages, firearms, explosives, and flammable materials and liquids;
- e. The prohibition and control of persons on public streets and places;
- f. The suspension of parts or all of local laws, ordinances and regulations (within the limitations of federal and state constitutional, statutory, and regulatory laws) which may prevent, hinder, or delay necessary action in coping with a disaster or recovery whenever:
 - (1) a request has been made pursuant to subdivision 7 of this section, or
 - (2) whenever the Governor has declared a state disaster emergency pursuant to section 28 of this article. Suspension of any local law, ordinance, or regulation pursuant to this paragraph shall be subject to the following standards and limits:
 - (i) no suspension shall be made for a period in excess of five days. Upon reconsideration of all the relevant facts and circumstances, a suspension may be extended for additional periods not to exceed five (5) days each while the state of emergency is in effect;
 - (ii) no suspension shall be made which does not safeguard the health and welfare of the public and which is not reasonably necessary to the disaster effort;
 - (iii) any such suspension order shall specify the local law, ordinance, or regulation, or part thereof suspended and the terms and conditions of the suspension;

A. Specific Powers and Authorities

- (iv) the order may provide for such suspension only under particular circumstances, and may provide for the alteration or modification of the requirements of such local law, ordinance or regulation suspended, and may include other terms and conditions;
 - (v) any such suspension order shall provide for minimum deviation from the requirements of the local law, ordinance, or regulation suspended consistent with the disaster action deemed necessary;
 - (vi) when practicable, specialists shall be assigned to assist with the related emergency actions to avoid adverse effects resulting from such suspension.
- 2. A local emergency order shall be effective from the time and in the manner prescribed in the order, and shall be published as soon as practicable in a newspaper of general circulation in the area affected by such order, and transmitted to the radio and television media for broadcast. Such order may be amended, modified, and rescinded by the Chairman of the County Legislature during the state of emergency. Such order shall cease to be in effect five (5) days after promulgation or upon declaration by the Chairman of the County that the state of emergency no longer exists, whichever occurs first. The Chairman of the County Legislature may extend such order for additional periods not to exceed five (5) days each while the local state of emergency is in effect.
- 3. The local emergency orders of the Chairman of the County Legislature shall be executed in triplicate and shall be filed within seventy-two hours or as soon thereafter as practicable in the office of the Clerk of the Niagara County Legislature, the office of the Niagara County Clerk and the office of the Secretary of State. The local emergency orders of a chief executive of a city, town, or village shall be executed in triplicate and shall be filed within seventy-two hours or as soon thereafter as practicable in the office of the clerk of such municipal corporation, the office of the Niagara County Clerk and the office of the Secretary of State.
- 4. Nothing in this Section shall be deemed to limit the power of any local government to confer upon its chief executive any additional duties or responsibilities deemed appropriate.
- 5. Any person who knowingly violates any local emergency order of a chief executive promulgated pursuant to this section is guilty of a Class B misdemeanor.
- 6. Whenever a local state of emergency has been declared pursuant to this section, the Mayor or Supervisor may request the Governor to provide assistance under this chapter, provided the Chairman of the County legislature determines the disaster is beyond the capacity of the County to adequately meet, and state assistance is necessary to supplement local efforts to save lives, protect property, ensure public health and safety, or to avert or lessen the threat of a disaster.
- 7. The County Legislature may terminate, by concurrent resolution, such emergency orders at any time.

A. Specific Powers and Authorities

B. UTILIZATION OF LOCAL RESOURCES (Executive Law 2-B, Section 25)

1. Upon the threat or occurrence of a disaster, the chief executive of any political subdivision is authorized and empowered to use any and all facilities, equipment, supplies, personnel, and other resources of his political subdivision in such manner as may be necessary or appropriate to cope with the disaster or emergency.
2. A chief executive may also request and accept assistance from any other political subdivision and may receive and utilize any real or personal property, or the service of any personnel, on such terms and conditions as may be mutually agreed to by the chief executive of the requesting and assisting political subdivisions.
3. Upon the receipt of a request for assistance made pursuant to Subdivision 2 or 3 of this section, the chief executive of any political subdivision may give, lend, or lease, on such terms and conditions as he may deem necessary to promote the public welfare and protect the interests of such political subdivision, any services, equipment, facilities, supplies, or other resources of his political subdivision. Any lease or loan of real or personal property pursuant to this subdivision, or any transfer of personnel pursuant hereto, shall be only for the purpose of assisting a political subdivision in emergency relief, reconstruction, or rehabilitation made necessary by the disaster.
4. Upon the threat or occurrence of a disaster, a chief executive may request and accept assistance (County, State, Federal) which is coordinated and directed by the Chairman of the County Legislature.
5. A political subdivision shall not be liable for any claim based upon the exercise or performance, or the failure to exercise or perform, a discretionary function or duty on the part of any officer or employee in carrying out the provisions of this section.
6. The chief executive, when requesting assistance pursuant to this section, may request assistance from the civil defense and disaster preparedness forces of any other political subdivision, but only if the civil defense and disaster preparedness forces of the type being requested have already been activated within the political subdivision requesting assistance.
7. Any power or authority conferred upon any political subdivision by this section shall be in addition to, and not in substitution or as a limitation of any powers or authority otherwise vested in such subdivision or any of its officers.

C. COORDINATION OF DISASTER PREPAREDNESS & LOCAL CIVIL DEFENSE FORCES (Executive Law 2-B, Section 26)

1. Upon the threat or occurrence of a disaster, the Chairman of the County legislature may coordinate responses for requests for assistance made by the chief executive of any political subdivision within the County.

A. Specific Powers and Authorities

2. Coordination of assistance shall utilize existing organizations and lines of authority and shall utilize any disaster preparedness or civil defense plans prepared by the affected municipality.
3. A chief executive or any elected or appointed county, city, town, or village official shall not be held responsible for acts of omissions of disaster preparedness forces or civil defense forces when performing disaster assistance.

D. CONTINUITY OF LOCAL GOVERNMENTS (Executive Law 2-B, Section 27)

1. Every county, city, town, and village shall have power to provide for its continuity and that of its elective and appointive officers in the event disaster and emergency conditions prevent them from discharging the powers and duties of their office, or if they are absent from the political subdivision.

B

**Resolution: CEMP
Adoption**

C

Emergency Exercises

D

CEMP Review and Updates

E

CEMP Distribution List

F

Emergency Response Functions/Emergency Support Services

F. Emergency Response Functions/Emergency Support Services

**County Agency
Emergency Response Functions/Emergency Support Services**

Functions	Coordinates Agency Actions With:
Chairman, County Legislature	
a. Activates Policy Team	County Manager, Sheriff, Director of Emergency Management/Fire Coordinator, Health, Public Works, County Attorney, other agencies and individuals, as deemed necessary by the situation
b. Designates Public Information Officer (PIO)	Policy Team
c. Directs emergency operations and the use of resources and manpower during and after disasters, directs response for request for assistance	Coordination Team
d. Declares emergency and/or request assistance from State government as requires	Policy Team, SEMO Region V
e. Waives restrictions and codes, establishes a line of succession as required	Local Chief Executive and Legislature
f. Orders evacuation of endangered populations and opening of emergency shelters	Social Services, Sheriff, Office for Aging, Red Cross, Health Department, Mental Health Services
g. Designates authorized representative to administer State and Federal recovery assistance	SEMO Region V
County Manager	
a. Liaison between EOC and Legislature	EOC, Chairman of the County Legislature
b. Additional functions to be determined by the incident	Coordination Team, EMO, County Legislature
Public Information Officer	
a. Initiates the appropriate public information procedures to inform the general public of the existence and nature of the emergency over local TV and radio stations, and actions to be taken if necessary	Chairman of County Legislature, Coordination Team
b. Opens Public Information Center (PIC), which is the single official point of contact for the media	Coordination Team
c. Updates information periodically	Chairman of County Legislature, News Media
d. Checks and controls accuracy of information	Coordination Team, News Media
Emergency Management Office/Fire Coordinator	
a. Maintain emergency alert list for alerting key County officials as required by emergency	All agencies

F. Emergency Response Functions/Emergency Support Services

**County Agency
Emergency Response Functions/Emergency Support Services**

Functions	Coordinates Agency Actions With:
b. Coordinates the alerting of government and private response agencies	Emergency communications and Warning
c. Activates Coordination Team	Agencies as required by emergency
d. Briefs Chairman, County Legislature and Coordination Team on the situation	Situation Officer, Incident Commander
e. Coordinates the warning of the public	Public Information Officer, Broadcasting Media, NAWAS, Print Media
f. Establishes information contact and coordinate request for assistance	Local government, SEMO Region V, OFPC
g. Coordinates multi-organizational mitigation, response and recovery operations	Coordination Team, All agencies
h. Identifies and coordinates government and private resources available for emergency operations including donations and services of individual citizens and volunteer groups	Logistics Officer
i. Advises Chairman on evacuation or in-place shelter as protective action response	Incident Commander, Office for the Aging
j. Coordinates evacuation operation procedures	Sheriff, Incident Commander, Transportation Coordinator, Red Cross, Hospitals, Special Facilities, EMO, Health, Cornell Cooperative Extension
k. Coordinates damages assessment activities	Public Works, Health, Social Services, Planning and Development, State Regional Response Teams, SEMO Region V, Red Cross, Real Property
l. Coordinates preparation of disaster assistance request and management of recovery and disaster assistance programs	SEMO Region V
m. Coordinates radiological instruments	Sheriff, Public Works, Health Department
n. Supervises the training of assigned response staff and volunteers in performance of emergency functions	Sheriff, Public Works, Health Department
o. Identifies and arranges staging and storage areas	Logistics Officer
p. Deploys and coordinates fire, search and recovery, and emergency medical services performed by local fire departments	Deputy Fire Coordinators, Sheriff Department
q. Prepares and supervises the implementation of the County Fire Mutual Aid Plan	Local Fire Companies
r. Identifies available resources and additional resources required by the fire services	Local Fire Companies, Logistics Officer

F. Emergency Response Functions/Emergency Support Services

County Agency Emergency Response Functions/Emergency Support Services

Functions	Coordinates Agency Actions With:
s. Notifies area fire houses in disaster area to move to a safe distance or proceed in normal fire protection rescue where required	Deputy Fire Coordinators, Sheriff
t. Issues equipment and materials for oil spills, HazMat accidents and radiological incidents	Deputy Fire Coordinators, Sheriff, Federal and State Spill hot lines, NYSDEC, SEMO Region V
u. Provides fire protection in the evacuated area; provides fire protection in shelters	Fire personnel, Sheriff
v. Identifies evacuation routes that may affect fire companies or EMS	Fire agencies, Sheriff, Public Works
w. Arranges for Fire Police and Auxiliary Police to assist the Sheriff	Deputy Fire Coordinators, Sheriff
x. Alerts fire departments to standby	Deputy Fire Coordinators, Communications Officer
y. Assists Sheriff in public notification	Sheriff
z. Coordinates ambulance, search and recovery activities	EMS Deputy Coordinator
aa. Directs selective decontamination	HAZMAT, Public Health, Coroners
bb. Provides emergency service communications support	RACES
cc. Coordinates appropriate status and assessment information flow to the EOC during emergency operations	Communications Officer
dd. Assists in the evacuation of disaster areas	Local fire and police, Transportation Coordinator
ee. Provides advice to decision makers and emergency support services regarding hazardous material incidents	Deputy Fire Coordinators, Sheriff, NYSDEC, County and State Health, HAZMAT
ff. Coordinates fire response personnel maintenance of dose records and dosimeter readings during emergency operations	Radiological Officers, Emergency Medical Services, HAZMAT, Public Health
Emergency Medical Services	
a. Provides emergency medical treatment	Advisory EMS Council through WREMS, NYS Health Department
b. Provides medical transportation	Deputy Coordinator EMS
c. Sorts out and allocates treatment to emergency victims, according to a system of priorities designed to maximize the number of survivors; report casualties to EOC	SEMO Region V, NYS Health Department, Deputy Coordinator EMS
d. Coordinates doses and dosimeter readings	Radiological Officers, Emergency Management Office, State and County Health, HAZMAT

F. Emergency Response Functions/Emergency Support Services

County Agency Emergency Response Functions/Emergency Support Services

Functions	Coordinates Agency Actions With:
e. Establish and operate emergency medical care centers for essential workers in proximity to hazardous area, as necessary	Emergency Medical Services, State and County Health, Red Cross
Sheriff	
a. Maintains law and order at disaster area and at reception centers, lodging and feeding facilities and emergency shelters	Red Cross, Auxiliary Police
b. Maintains public security and protects public and private property at disaster area and evacuation shelters	Red Cross, Auxiliary Police
c. Controls traffic evacuation and movement	Local Police, Auxiliary Police and Fire Police
d. Controls access to disaster area	Incident Commander
e. Provides emergency service communications support	Communications Officer
f. Provides support for notifying populations as to what types of actions to take	Incident Commander, Sheriff and Local Police Departments, Communications Officer
g. Identifies available resources and additional resources required by the Sheriff Department	Local Police Departments, Logistics Officer
h. Maintains a continuous effective operation of criminal justice system and incarceration	Chairman of County Legislature, District Attorney, Local Police Departments
i. Provides security for critical facilities and resources	Local Police Departments
j. Provides status and assessment information	Coordination Team
k. Monitors doses and dosimeter readings	Radiological Officers, County Health
l. Coordinates activities of other law enforcement agencies	State and Local Police, Auxiliary Police and Fire Police
m. Assists in the evacuation of disaster areas	Red Cross, Local Police Departments, Auxiliary Police, Fire Police, Transportation Coordinator
Public Works	
a. Administers public works, highway, and engineering activities for the County during response and recovery activities	Coordination Team
b. Provides emergency repair and maintenance to County facilities/critical facilities, potable water, sanitation, and electricity	Coordination Team
c. Clears debris from County maintained right-of-ways or systems	Sheriff, Local Police Departments
d. Constructs emergency protective systems for County maintained facilities and generators	Coordination Team

F. Emergency Response Functions/Emergency Support Services

**County Agency
Emergency Response Functions/Emergency Support Services**

Functions	Coordinates Agency Actions With:
e. Obtains and manages the activities of private contractors or other resources used to assist the County in disaster operations related to public works projects	Coordination Team
f. Identifies available resources and additional resources required by public works activities	Logistics Officer
g. Assists in the assessing damage to County facilities and systems	Planning and Development, Real Property
h. Maintains County facilities required to support and manage local disaster operations	Coordination Team
i. Provides emergency service communications support	Communications Officer
j. Ascertains structural integrity of buildings, bridges, roads and evacuation routes, designates and demolished hazardous structures	Coordination Team
k. Monitors dose and dosimeter readings	Radiological Officers, Emergency Management Office, Health, HAZMAT
l. Provides traffic capacity estimates during evacuations	Emergency Management Office, Sheriff
m. Provides reliability of utility infrastructure	Coordination Team, NYSEG
n. Protects the water supply and sewage systems from the effects of hazardous material incidents	Coordination Team, Health, County Water, County Sewer
o. Drains flooded areas, as needed	Coordination Team
Health Department	
a. Enforces: <ul style="list-style-type: none"> ■ New York State Public Health Law, New York Sanitary Code ■ New York State Environmental Conservation Law ■ Niagara County Sanitary Code 	NYS Health Department, NYSDEC
b. Issues public health advisories and orders	Public Information Officer
c. Provides technical assistance for health and environmental evaluation and monitoring in the areas of potable water supply, sewage control, hazardous materials, decontamination, disease and pest control, food sanitation	Red Cross, Public Works, Sheriff

F. Emergency Response Functions/Emergency Support Services

**County Agency
Emergency Response Functions/Emergency Support Services**

Functions	Coordinates Agency Actions With:
d. Waives and restricts codes, laws and regulations related to health and environmental matters	Chairman of County Legislature
e. Assesses and documents disaster impact, effects, and the need for additional assistance related to health and environmental matters	Emergency Management Office, Planning and Economic Development, Real Property
f. Supervises identification and disposition of the deceased	Sheriff, Coroner
g. Identifies available resources and additional resources required by the Health Department	Logistics Officer
h. Determines radiation levels of exposed individuals, methods for decontamination, treatment and care	Emergency Management Office, Sheriff, HAZMAT
i. Provides inoculations as necessary	Coordination Team, Local Hospitals
j. Obtains emergency medical support and hospital care	Emergency Management Office, State Health
k. Coordinates the evacuation of patients, equipment, and personnel from any health-related facility an evacuation zone including nursing home evacuation through the Nursing Home Coordinator	Emergency Management Office, State Health, Transportation Coordinator
l. Identify hospitals, nursing home, and other health facilities that could be expanded into emergency treatment centers	Emergency Management Office, State Health
m. Obtain crisis augmentation of health and medical personnel and necessary sources of supply	State Health, Logistics Officer
Social Services	
a. Administers applicable public assistance programs	SEMO Region V, appropriate Federal and State agencies
b. Coordinates individual and family assistance programs	Red Cross, Salvation Army
c. Identifies available resources and additional resources required by the Department of Social Services	Logistics Officer
d. Provides assessment and documentation regarding the effect and social impact of the disaster on the County's disaster victims, including the need for resources and services	Office for the Aging, Planning and Development Department, Mental Health

F. Emergency Response Functions/Emergency Support Services

**County Agency
Emergency Response Functions/Emergency Support Services**

Functions	Coordinates Agency Actions With:
e. Coordinate family reunification activities, as required	Red Cross
Office for the Aging	
a. Provides services for the elderly through contact agencies, information and referral services, and other community programs established for the elderly	Social Service Department, Health Department, Red Cross, Salvation Army
b. Secures resources and maintains coordination with other community service and social service agencies to assure programs address the emergency	Coordination Team
c. Provides assessment and documentation regarding the effect and impact of the disaster on the County's elderly population, including the need for resources and services	Planning and Development Department, Social Service Department, Mental Health, Public Health
d. Identifies available resources and additional resources required by the Office of the Aging	Logistics Officer
e. Assists in movement of physically disabled elderly populations by provisions of accessible vehicles	Coordination Team, Sheriff, Transportation Coordinator
Mental Health	
a. Crisis counseling and referral services	Red Cross, WNY Stress Debriefing Team
b. Coordination of temporary housing and transportation services for the mentally ill, developmentally disabled, and substance abusers	NYS Mental Hygiene Department through SEMO Region V, Transportation Coordinator
c. Identifies available and additional resources required by Mental Health Services	Logistics Officer
Red Cross	
a. Management of temporary shelters including reception and care center teams	Superintendent of Schools, Coordination Team, Local Fire Departments
b. Food service for disaster victims and emergency workers	Coordination Team/Logistics Officer
c. Nursing, medical and health services	Emergency Management Office, State and County Health
d. Emergency assistance to families and individuals for clothing, food, housing, and household needs, transportation and occupational supplies	Social Services Department, Salvation Army
e. Community information and referral services	Public Information Officer

F. Emergency Response Functions/Emergency Support Services

**County Agency
Emergency Response Functions/Emergency Support Services**

Functions	Coordinates Agency Actions With:
f. Recruitment of volunteers	Employment and Training
g. Management of Donations	County Treasurer
Employment and Training	
a. Assist with recruitment and coordination of manpower, or those with special skills who may aid the disaster response and recovery effort	Red Cross, NYS Department of Labor through SEMO Region V, Social Services
Parks	
a. Assist in disaster response and recovery efforts with available resources	Coordination Team
b. Identifies available resources	Logistics Officer
Data Processing	
a. Maintain integrity of County IT system	Emergency Management Office, Sheriff
b. Real Property	
c. Provide and manage GIS information for incident operational support	Real Property
d. Provide support to damage assessment activities	Real Property, Emergency Management Office
Planning and Development	
a. Assist with damage assessment activities	Emergency Management Office, County Manager
b. Assist with development of Recovery Plan	Emergency Management Office, County Manager

Note: Each agency assigned emergency response functions will prepare and maintain a plan and procedures for internal operations. The Agencies Plans form a part of the Comprehensive Emergency Management Plan and are consistent with the plan for coordination purposes and centralized management of an emergency. Copies of the agencies' plans are on file at the EOC.



Succession Procedures



Standard Operating Procedures

Operational Guides

Document/Reference	Location	Responsibility
Hazard ID Maps/II-3	EOC	Director of Emergency Management
Resource Inventory/11-5, III-8	EOC	Director of Emergency Management
EOC Set Up and Guidelines/III-7, 8	EOC	Director of Emergency Management
ECDP/III-11	EOC	Communication Officer
Alert Notification Roster/III-14	Communication Control Center	Communication Officer
Health Facility Evacuation Plans/ Evacuation Annex 13	EOC	Director of Emergency Management
Bus Inventory/Evacuation Annex 3-1	EOC	Director of Emergency Management
County Highway Inventory/ Evacuation Annex 3-2	EOC	Deputy Commissioner/Highways



Sample Damage Assessment Form

I. Sample Damage Assessment Form

Damage Assessment Form

EM 24 Hour Phone No.: (###) ###-####

INITIAL DAMAGE ASSESSMENT REPORT

1) DATE _____ 2) POLITICAL SUBDIVISION _____
3) REPORTING OFFICIAL _____ 4) PHONE NUMBER _____

SUMMARY OF CASUALTIES

NUMBER OF:

5) DEAD _____ 6) EVACUATED _____
7) MISSING _____ 8) SHELTERED _____
9) HOSPITALIZED _____ 10) FAMILIES REQUIRING
TEMPORARY HOUSING _____

RESIDENCES

11) DESTROYED _____ 12) UNINHABITABLE _____ 13) DAMAGED (HABITABLE) _____

NUMBER OF HOSPITALS

14) DAMAGED BUT USABLE _____ 15) NOT
SERVICEABLE _____

UTILITIES

16) WATER SYSTEMS _____ 17) ELECTRICAL SYSTEMS _____
18) SEWER SYSTEMS _____ 19) NATURAL GAS SYSTEMS _____

DAMS AND LEVEES

20) DESTROYED _____ 21) DAMAGED _____ 22) THREATENED _____

PUBLIC BUILDINGS

23) DAMAGED _____ 24) DESTROYED _____

ROADS AND BRIDGES

25) ROADS/STREETS DAMAGED _____ 26) ROADS/ STREETS BLOCKED _____
27) BRIDGES DAMAGES/USABLE _____ 28) BRIDGES DAMAGED/UNUSABLE _____
29) IMMINENT THREATS OR HAZARDS _____

GENERAL SITUATION

INSTRUCTIONS ON BACK

I. Sample Damage Assessment Form

INSTRUCTIONS

The purpose of this form is to expedite procedures for County and local government in reporting damages due to natural, accidental, and intentional disasters.

- Block 1: Date – Enter current date.
- Block 2: Political Subdivision - Give name of the County and City(s), covered in the report.
- Block 3: Reporting Official - Name of person calling in report. Should be the County Executive, City Mayor, EM Director, or Damage Assessment Team Leader.
- Block 4: Phone Number - Number at which the person making the report can be reached if further information is needed.
- Block 5: Dead - Number of confirmed dead due to the disaster or emergency.
- Block 6: Evacuated - Number of persons evacuated from the affected area.
- Block 7: Missing - Number of persons who cannot be accounted for due to the disaster or emergency.
- Block 8: Sheltered - Number of persons being fed and sheltered in group shelters.
- Block 9: Hospitalized - Number of persons hospitalized by injury or sickness caused by the specific disaster or emergency.
- Block 10: Individuals and families requiring temporary housing - Estimated number of individuals and families needing temporary housing due to damages caused by the disaster or emergency.
- Block 11: Residences Destroyed - Number of homes/mobile homes that are beyond repair.
- Block 12: Residence uninhabitable - Number of homes/mobile homes which are damaged and not usable at present time, but can be repaired.
- Block 13: Residences Damaged (Habitable) - Number of homes/mobile homes damaged but livable by occupants while being repaired.
- Block 14: Hospitals Damaged - Number of hospitals which sustained damage but can still render services to patients.
- Block 15: Hospitals Not Serviceable - Number of hospitals which can no longer provide services to patients due to damages.
- Block 16: Water Systems - Number of those systems receiving damages or destroyed. (If possible, include estimated number of people affected.)
- Block 17: Electrical Systems - Number of those systems damaged or destroyed. (If possible, include estimated number of people affected.)
- Block 18: Sewer Systems - Number of those systems damaged or destroyed. (If possible, include estimated number of people affected.)
- Block 19: Natural Gas Systems - Number of those systems damaged or destroyed. (If possible, include number of people affected.)
- Block 20: Dams Destroyed - Number of dams/levees that have been breached due to the disaster. (Give location if possible.)
- Block 21: Dams Damaged - Number of dams/levees that have received damage but are still stable. (Give location if possible.)
- Block 22: Dams Threatened - Number of dams/levees that have been topped, have cracks or are close to being breached. (Give location if possible.)
- Block 23: Public Buildings Damaged - Courthouses, Schools, etc. that received damage to building and/or contents.
- Block 24: List all public buildings that are completely destroyed.
- Block 25: State the number (and miles if possible) of roads damaged but passable.
- Block 26: Number of roads that are impassable due to damage or debris.
- Block 27: Bridges Damaged/Usable - Number of bridges damaged but usable with caution.
- Block 28: Number of bridges that are destroyed or determined unsafe for use.
- Block 29: Imminent Threats or Hazards - Any information about existing or developing situations that could pose a threat or hazard to the public.

General Situation: Provide any additional information deemed necessary specifying:

1. What is the situation?
2. What you are doing to respond to the situation?
3. What assistance from state resources is needed?
4. What are priority problems?

J

Exercise Documentation