

NRT-1A Checklist

State Emergency Response Commission

Planning and Training Sub-Committee

County: **Lincoln**

Date: **1/6/2026**

1. Identify facilities subject to TIER II reporting requirements and identify transportation routes.
Page # (s): **Section 2, Annex 6, Tab F.**
2. Describe Emergency Response Procedures to be followed, on and off site.
Page # (s): **Section 2, Annex 6, Tabs A,B,C,D, and E.**
3. Designation of Community Coordinator and Facility Coordinator(s) to implement the Plan.
Page # (s): **Section 1, Tab A, Page 2.**
4. Outline Emergency Notification Procedures.
Page # (s): **Section 2, Appendix 1, Section 2, Annex 6, Page 6.**
5. Describe methods for determining probable affected areas and populations by releases.
Page # (s): **Section 2, Annex 6, Tab A.**
6. Describe Emergency Equipment in the Community and at Facilities and the persons responsible for them.
Page # (s): **Section 3, Annex 10, Tabs A and B.**
7. Outline Evacuation Plans.
Page # (s): **Section 2, Annex 1, Tab B, Section 2, Annex 6 Tab A.**
8. Provide a Training Program for Emergency Responders.
Page # (s): **Section 1, Page 38.**
9. Provide methods and schedules for exercising Emergency Response Plans.
Page # (s): **Section 1, Page 38.**

Remarks/Overall Comments:

Derek Bowman

Reviewed By



1/6/26

Date

EXERCISE/INCIDENT & HAZARDOUS MATERIALS PLAN CHECKLIST

A Complete Exercise/Incident Must Include the Following

- Completed & Signed Exercise Reporting Form (choose only Exercise or Incident)
- Narrative Explaining the Event, to include:
 - How the Hazmat Materials Plan was used
 - What Corrective Actions, if any, were identified
 - Hazardous Materials used as part of the event
 - Event happened in previous calendar year

A Complete Hazmat Materials Plan Must Include the Following

- The Plan was reviewed within the last year, and:
 - The entire Plan has been updated or
 - Individual inserts have the date noting when the insert was updated
- LEPC Minutes approving the updated Plan
- Completed Level of Response Questionnaire
- Current Letter of Promulgation
- Current Contact List
- Current Equipment List
- Completed NRT-1A, to include:
 - Correct page numbers to match the Hazmat Materials Plan
- Level of Response is noted in the Plan
- Facilities List with Tier II facilities easily identified**
Facility Reports have been created in the Online Hazmat Reporting System: All Facilities / Tier II Facilities
- Current** Training Program and Schedule
- Current** Exercise Program and Schedule

BEST PRACTICE WILL Include the Following

- Exercise/Incident Report – Corrective Actions from previous year exercise incorporated into this year's exercise
- Plan – Corrective Actions from Previous year exercise incorporated into the Plan updates
- Plan – Detailed information how emergency responder is to learn about/sign up for training



Lincoln County



EMERGENCY OPERATIONS PLAN

January 2025



For Actual Emergency / Incidents

proceed directly to

Appendix 1

Refer to the **Table of Contents** for
detailed review of pertinent areas

Lincoln County Emergency Operations Plan

Letter of Promulgation

To the Citizens of Lincoln County,

Forces of nature or manmade accidents may create emergency conditions where our friends and neighbors must band together to respond and mitigate an unforeseeable natural disaster, accidents, hazardous material release, or act of terrorism. Planning and preparedness are necessary elements to protect the health and safety of our citizens, public and private property, and surrounding environment. Regardless of the size and complexity of the incident, Lincoln County will initiate quick response and decisive action to mitigate the event.

Depending upon magnitude of the natural disaster, the complexity of the response will require extensive planning to ensure unity of effort with the various response activities. Processes and procedures must be established for a more decisive and coordinated response.

Hazardous materials, when properly controlled, are important in everyday life. Uncontrolled, they may cause injury, death, destruction, and lingering effects that may last for many years. To meet the risk, a concerted effort must be made to identify, locate, quantify, and possess knowledge of the hazardous materials within Lincoln County. The routes and modes of transportation of these chemicals must also be known in order to assess the overall possible danger posed by these materials and prepare for a focused response.

Lastly, our world has significantly changed over the past 35 years. Terrorism has become the weapon of choice by domestic and international enemies of freedom and liberty. Attacks may be in form of chemical, biological, or high explosive detonations. Even though Lincoln County is not a likely target, we must be prepared nonetheless.

The results of this local planning effort are set forth in this Lincoln County Emergency Operations Plan. The plan includes the study of the problem itself, the resources available to handle the problem and the emergency procedures that would be used in the case of a potential incident. The plan contains Records of Reviews/Changes, Table of Contents, and four sections to include the Basic Plan and Organizational Overview, twelve annexes specifying incident types, resource management and communications.


Chairman, Lincoln County Commission
Lincoln County

Effective date:

Lincoln County Emergency Operations Plan

Record of Review

This plan must be reviewed annually.

Review Date	Reviewed By	Signature
11/24/2021	Derek Bowman	
12/04/2022	Derek Bowman	
11/29/2023	Eric Holt	
12/26/2024	Eric Holt	
01/08/2025	Derek Bowman	
3/13/2025	Derek Bowman	
3/22/2025	Derek Bowman	


See next page for recent changes

Record of Change

When posting changes:

1. Make pen and ink changes and file instructions in the back of this plan.
2. Replace pages and destroy superseded pages.
3. Annotate and sign Record of Change sheet.

Appendix I Commission Chair			
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<u>Change #</u>	<u>Date Posted</u>	<u>By (Print)</u>	<u>Signature</u>
County Commission Chair updated	11/24/2021	Derek Bowman	
Appendix I Red Cross Contact information	11/24/2021	Derek Bowman	
NRT1A Check list	11/24/2021	Derek Bowman	
Section 2 Annex 6 Tab F Update Contacts	11/24/2021	Derek Bowman	
Annex 10 Tab A Contacts update	12/2/2021	Derek Bowman	
Section 4 Annex 11 Tab A Update Contacts	12/1/2021	Derek Bowman	
Emergency Manager Checklist Appendix 1 step 4 update Contacts	11/04/2022	Derek Bowman	
Section 2 - Annex 6, Tab F Table 2-4 removed duplicate Gasoline Reference on Haycock fuel	11/04/2022	Derek Bowman	
Section 2 - Annex 6, Tab F Table 2-4 Update School Staff	11/04/2022	Derek Bowman	
Annex 10 Tab A Update SAR Equipment and Contacts, LCSO Sheriff, Panaca Fire Chief	12/11/2022	Derek Bowman	
Annex 10 Tab B Update Sheriff, SAR Commander, Panaca Fire Chief Section 4 Annex 11 Update County Commissioners, Sheriff, Panaca Fire Chief, Troop ID#s Section 4 Annex 11 Update LEPC List	12/11/2022	Derek Bowman	

Change	Date	By
Emergency Manager Checklist Appendix 1 Update County Commission Chair Varlin Higbee	11/24/2023	Derek Bowman
Emergency Manager Checklist Appendix 1 Update County Commissioners	11/24/2023	Derek Bowman
Emergency Manager Checklist Appendix 1 Remove Health Nurse	11/24/2023	Derek Bowman
Section 2 – Annex 6, Tab F Remove Health Nurse information, update school contacts	11/24/2023	Derek Bowman
Annex 10 Tab A update equipment list for PVVFD	11/24/2023	Derek Bowman
Annex 10 Tab B update PVVFD Ambulance Staff	11/24/2023	Derek Bowman
Annex 10 Tab B update the School district staff	11/24/2023	Derek Bowman
Annex 10 Tab B update Alamo Sewer & Water staff	11/24/2023	Derek Bowman
Section 4 – Annex 11, Tab A Page 306 Conservation District	11/24/2023	Derek Bowman
Section 4 – Annex 11, Tab A update LCSO and NHP contact info	11/24/2023	Derek Bowman
Pg 313 LEPC info	11/24/2023	Derek Bowman

Section 1 - Basic Plan / Overview Section 7 Correct Typo	12/26/2024	Derek Bowman
Pg 28 Basic Plan / Overview Section 7 Correct Typo	12/26/2024	Derek Bowman
Pg 37 Basic Plan / Overview Section 7 Correct Spelling	12/26/2024	Derek Bowman
Update Plan with New County Commission Chair and members	1/18/2025	Derek Bowman
Update LEPC Members and Responsibilities	1/18/2025	Derek Bowman
Add Facility Coordinator to the EOP Plan. Section 4 – Annex 11, Tab A Telephone Roster Pg. 304	3/13/2025	Derek Bowman
Add Community Coordinator to the EOP Plan. Section 4 – Annex 11, Tab A Pg 304	3/22/2025	Derek Bowman
Update PVVFD Fire Chief, District Attorney, Alamo Sewer & Water Contact	12/11/2025	Derek Bowman

Lincoln County Emergency Operations Plan

Table of Contents

Letter of Promulgation i

Record of Review ii

Record of Changes ii

Table of Contents iii

List of Figures..... viii

List of Tables viii

Definitions..... ix

Acronyms..... xii

Section 1

Basic Plan and Organizational Overview **1**

Situation 1

Mission 1

Execution 2

 Scope 2

 National Incident Management System (NIMS) Overview..... 3

 Command Staff..... 4

 Incident Commander..... 4

 Unified Command..... 6

 Command Staff Responsibilities..... 7

 General Staff..... 9

 Operations Section 9

 Planning Section 12

 Logistics Section..... 14

 Finance/Administration Section..... 16

Preparedness..... 18

 Key Personnel and Organizational Responsibilities 18

 County Commission..... 18

 Local Emergency Planning Committee..... 18

 Emergency Management Director 19

 Law Enforcement..... 20

 Fire Services..... 22

 Medical Services..... 23

 County Health Nurse..... 24

 County Coroner’s Office..... 25

 County Road Department..... 25

 Sheriff’s 911 Dispatch 26

 County School District..... 26

Fixed Facilities/Transportation Companies	26
Shipper/Spiller Responsibilities	28
American Red Cross	28
Incident Commander.....	29
State Governments	29
Federal Governments	30

Lincoln County Emergency Operations Plan

Planning Process (during Incident)	31
Plan Administration.....	33
Planning Factors.....	33
General.....	33
Economic	34
Education	34
Critical Infrastructure.....	34
Special Populations.....	35
Local Government	35
Hazard Analysis	36
Planning Assumptions	37
Plan Development and Maintenance	37
Evaluation and Training.....	37
Coordination.....	38
Initial Response Function.....	38
Notification Procedures and Warning Systems	39
Procedure for Earthquake.....	39
Procedure for Flooding	40
Procedure for Hazardous Material Spill/Acts of Terrorism	40
Command Post Activation	40
Command Post Site Selection Criteria.....	40
Potential Command Post Sites	41
Establishing the Command Post	41
Emergency Operations Center.....	41
Emergency Operations Center Activation.....	41
Emergency Operations Center Staff Assignments	42
Training and Exercises.....	43
Administration.....	43

Key Personnel and their respective responsibilities Section 1 Tab A

Section 2

Emergency Manager’s Checklist..... Appendix 1

Declaration of Emergency Appendix 2

Natural Disaster – Earthquake..... Section 2 Annex 1

Situation	1
Assumptions.....	1
Concept of Operations	2
Notification Procedure	3
EOC Response	3
Recovery	3

Command / EOC Actions Annex 1 Tab A

EOC/Command.....	1
Operations.....	3
Planning	4
Logistics	5
Finance/Administration.....	6

Evacuation Planning Annex 1 Tab B

Purpose	1
Preparations	1
Execution	2
Alert/Notification	2
Assembly Areas	3
Shelters.....	4

Lincoln County Emergency Operations Plan

Communication	4
Recovery	4
Building Occupancy Resumption	Annex 1 Tab C
Purpose	1
Preparations	1
Emergency Inspector Requirements	1
Emergency Inspection Process.....	3
Implementation	3
Natural Disaster – Flood	Section 2 Annex 2
Situation.....	1
Assumptions	1
Concept of Operations	2
Notification Procedure.....	2
Evacuation Routes and Shelters.....	3
Post-Flood Activities	3
Flood Alert Condition 1	Section 2 Annex 2 Tab A
Flood Alert Condition 2	Annex 2 Tab B
Flood Alert Condition 3	Annex 2 Tab C
Flood Alert Condition 4	Annex 2 Tab D
Natural Disaster – Extreme Weather.....	Section 2 Annex 3
Situation.....	1
Assumptions	1
Concept of Operations	2
Notification Procedure.....	3
EOC Response	3
EOC Actions	Section 2 Annex 3 Tab A
EOC/Command.....	1
Operations.....	3
Planning	4
Logistics	5
Finance/Administration.....	6
Natural Disaster – Pandemic	Section 2 Annex 4
Situation.....	1
Assumptions	1
Concept of Operations	2
Notification Procedure.....	4
EOC Response	5
Public Warning and Guidance	6
Pandemic Preparedness Condition	Section 2 Annex 4 Tab A
Pandemic Response Condition	Section 2 Annex 4 Tab B
Animal Pandemic	Section 2 Annex 4 Tab C
Natural Disaster – Volcanic Eruption.....	Section 2 Annex 5
Situation.....	1
Assumptions	1
Concept of Operations	2
Notification Procedure.....	2
EOC Response	3
Manmade – Hazardous Material Release/Spill.....	Section 2 Annex 6
Situation.....	1

Additional Planning Factors	2
Assumptions	3
Concept of Operations	5
Notification Procedure	6
EOC Response	6
Evacuation Routes	7
State Emergency Response Committee (SERC) Requirement	7
Direction and Control – Command Post.....	Section 2 Annex 6 Tab A 8
Levels of Response	8
Level I	8
Level II	9
Level III.....	10
Notification Chart.....	12
Hazardous Materials Incident Checklist.....	16
Site Safety Plan.....	17
Direction and Control – EOC	Section 2 Annex 6 Tab B
EOC/Command	20
Operations	22
Planning.....	23
Logistics	24
Finance/Administration	25
Departmental Hazardous Material Release/Spill Checklists .	Section 2 Annex 6 Tab C 26
NRT-1A Checklist	Section 2 Annex 6 Tab C 35
Hazardous Materials Release / Spill Medical Response Plan.....	Tab D
DOT Hazardous Class Response Guide.....	Tab E
Local Area Hazard.....	Tab F
Manmade – Acts of Terrorism (Weapons of Mass Destruction).....	Section 2 Annex 7
Situation.....	1
Potential Threats	1
Assumptions	3
Concept of Operations	3
Notification Procedure	5
EOC Response	5
Incident Command Guide for Weapons of Mass Destruction and Terrorism	Tab A
Assess Security	1
Command Post Considerations.....	2
On-Scene Evaluation	3
Protective Measures.....	5
Incident Site Management.....	5
Tactical Considerations	5
Evacuation Procedures	6
Shelter-in-Place Procedures	8
Mass Decontamination.....	11
EOC Actions	Section 2 Annex 7 Tab B
EOC/Command	1
Operations	3
Planning.....	4
Logistics	5
Finance/Administration	6
Strategic National Stockpile (SNS)	Annex 7 Tab C
Manmade – Major Accident / Mass Casualty	Section 2 Annex 8
Situation.....	1
Assumptions	1

Lincoln County Emergency Operations Plan

Concept of Operations.....	2
Notification Procedure	2
EOC Response.....	3
Aircraft Mishap (Crash).....	Tab A 1
Fires – Structural / Wild land	Tab A 2
Utility Failures.....	Tab A 3
Manmade – Civil Disorder.....	Section 2 Annex 9
Situation	1
Assumptions	1
Concept of Operations.....	1
Notification Procedure	2
EOC Actions	Annex 9 Tab A
EOC/Command.....	1
Operations	2
Planning	3
Logistics.....	4
Finance/Administration.....	5

Section 3

Resource Management	Section 2 Annex 10
Hazardous Materials Response Teams	1
Certification.....	1
Equipment.....	3
Medical Training.....	3
Available Equipment/Resource List (by source).....	Annex 10 Tab A
Available Equipment/Resource List (by capability)	Annex 10 Tab B
Shelter Information.....	Annex 10 Tab C
Supporting Memorandums of Agreements/Understanding	Annex 10 Tab D

Section 4

Communications	Section 2 Annex 11
Public Information and Community Relations	1
Public Announcement Examples.....	2
Radio Frequencies Lists.....	Annex 11 Tab A
Mobile Radio Frequencies	1
Hand Held Radio Frequencies	1
Telephone Roster	2
ICS Forms.....	Section 2 Annex 12

Lincoln County Emergency Operations Plan

List of Figures

Section 1

1-1 Incident / Unified Command Structure	4
1-2 Operations Section Organization.....	9
1-3 Geographic Divisions	10
1-4 Functional Divisions.....	10
1-5 Two Branch Organization	11
1-6 Functional Branch Structure.....	11
1-7 Multi-Jurisdictional Incident	11
1-8 Planning Section Organization	12
1-9 Logistic Section Organization	14
1-10 Two Branch Organization	14
1-11 Finance/Administration Section Organization	16

Section 2

2-1 ATC-20 Rapid Evaluation Safety Assessment.....	A-1, Tab C
2-2 ATC-20 Detailed Evaluation Safety Assessment.....	A-1, Tab C
2-3 Occupancy Permitted Placard (Green)	A-1, Tab C
2-4 Occupancy Restricted Placard (Yellow).....	A-1, Tab C
2-5 Occupancy Prohibited Placard (Red)	A-1, Tab C
2-6 Control Zones	A-6, Tab A

List of Tables

Section 1

1-1 Planning Responsibilities	18
1-2 Natural Incident Hazards.....	21
1-3 Manmade Incident Hazards.....	22

Section 2

2-1 Planning Guide to Determine Incident Levels for Response.....	A-6, Tab A
2-2 Notification Chart.....	A-6, Tab A
2-3 Medical Services	A-6, Tab F
2-4 Lincoln Schools	A-6, Tab F
2-5 Senior Centers	A-6, Tab F
2-6 Facilities (Hazardous Materials).....	A-6, Tab F

Section 3

3-1 Mobile Radio Frequencies.....	A-11, Tab A
3-2 Telephone Roster.....	A-11, Tab A

Lincoln County Emergency Operations Plan

Definitions

Agency – For the purpose of this plan the term “agency” used to denote any county, private or other public organization, department, or division which has emergency assignments under this plan.

Applicant - Any person, family, corporate entity, state or local government making a request for state or federal assistance under provisions of any law authorizing such application.

Awareness Level – First responders at the awareness level are those persons who, in the course of their normal duties, can be the first on the scene of an emergency involving a hazardous material release/spill. First responders at the awareness level are expected to recognize the presence of hazardous materials, protect themselves, call for trained personnel, and secure the area. (NFPA 472)

Categorical Grants - Federal grants to state or local governments which must be used for emergency assistance, debris removal, temporary housing, restoration of facilities damaged or destroyed by a major disaster, or other eligible work not flexibly funded on a project-by-project basis subjected to state and federal audit. Included are contributions made to grants on behalf of eligible private non-profit organizations or entities.

Command Level – The incident commander is that person who is responsible for all decisions relating to the management of the incident (involving hazardous material releases). The incident commander is in charge of the (hazardous material release) incident site. (NFPA 472)

Declaration – A public statement by the Board of Commissioners, the Governor of Nevada, the President of the United States, setting forth a finding of conditions requiring state or federal assistance to relieve the effects of an emergency or disaster.

Disaster (generic) – An occurrence of a severity and magnitude that normally results in deaths, injuries, and property damage and that cannot be managed through the routine procedures and resources of the County. It usually develops suddenly and unexpectedly and requires immediate, coordinated, and effective response by the multiple government and private sector organizations to meet human needs and speed recovery.

Disaster Assistance Center(s) (DAC) – One or more locations established by the Federal Emergency Management (FEMA) and the state within which an emergency or disaster affected area where individuals may apply for assistance or seek information. The facility provided by local governments is manned by various local, state and federal agencies and by private disaster relief agencies.

Disaster Field Office (DFO) – The administrative center from which federal and state agencies coordinate disaster recovery effort

Emergency (Generic) – A disaster occurrence or a situation which seriously threatens loss of life and damage to property usually develops suddenly and unexpectedly and demands immediate, coordinated, and effective response by the county and private sector organizations to protect lives and limit damage to property. Examples of emergency situations which could result in a disaster include: an accident involving hazardous materials which threatens to explode or rupture endangering the surrounding population; a period of time prior to the onset of a severe storm such as a tornado and a period of intense international crisis that could lead to nuclear warfare.

Emergency (Federal) - Any of the various types of disasters included in the federal definition (Public Law 93-288) of a “major disaster” which requires federal emergency assistance to supplement state and local efforts to save lives; protect property, public health and safety; or to avert to lessen the threat of a disaster.

Emergency – The occurrence of natural disaster of major proportions which threatens the safety and welfare of Lincoln County inhabitants, or the surrounding area.

Emergency Operations Center (EOC) – A protected facility with necessary Communications from which emergency functions are directed during an emergency or major disaster. Primary location is at the Panaca Volunteer Fire Department. Alternate locations may be in the Sheriff’s Alamo Substation, Caliente City Hall, or the School District Office (Panaca).

Lincoln County Emergency Operations Plan

Emergency Management Director – Refers to the individual who has the primary day-to-day responsibility for emergency management programs and activities. The role is one of coordinating all aspects of a jurisdiction's mitigation, preparedness, response, and recovery capabilities. He/she is the local connection to a nationwide direction, control, and warning system available for use in all types of emergencies.

Emergency Support Services – These are the agencies of the County that have the capability to respond to emergencies 24-hours a day. They include law enforcement, fire/rescue, and public works. They may also be referred to as emergency response personnel or emergency operating forces.

Federal Coordinating Officer – The person appointed by the Federal Emergency Management Agency (FEMA) Regional Director, to coordinate Federal assistance in declared emergencies or major disasters.

Flexible Funding – Federal in-lieu contributions to state and governments which may be used at the discretion of the applicant to construct public facilities it deems best for government functions within its jurisdiction.

Governor's Authorized Representative (GAR) – The person appointed by the Governor to execute on behalf of the state all necessary documents for federal assistance following the President's declaration of an emergency or major disaster.

Grant – A contribution of state or federal resources made to state and others eligible for assistance to alleviate the effects of an emergency or disaster.

Grant-In-Lieu – A contribution pursuant to a project application whose scope of work includes improvements in the public facility to be repaired, stored, reconstructed or replaced; or any changes therein which are not eligible under sections 402 or 419 of PL 93-288, and for which the Regional Director Limits his approval and federal funding to the estimated costs of the eligible work.

Individual Assistance – Assistance provided under this plan, such as search and rescue, medical care, operation of emergency shelters and feeding. It includes relief and rehabilitation actions under Presidential-declared disasters, such as temporary housing disaster loans, federal income tax assistance, legal service, consumer aid, disaster unemployment benefits, crisis counseling and individual and family grants.

Major Disaster (PL 93-288) – Any hurricane, tornado, storm, earthquake, volcanic eruption, landslide, snowstorm, drought, fire, explosion, or other catastrophe in any part of the United States which, in the determination of the President, causes damage of sufficient magnitude and beyond emergency services by the federal government, to supplement the efforts and available resources of states, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Man-Made Disaster – Exclusive acts of war, any industrial, nuclear, or transportation accident, explosion, conflagration, power failure, resources shortage or other conditions such as sabotage, oil spills and other injurious environmental contamination which threaten or cause damage to property, human suffering, hardship or loss of life.

Mitigation – Measures taken to eliminate or reduce the detrimental effects of various hazards.

Operational Level – First responders at the operational level are those persons who respond to releases or potential release of hazardous materials as part of the initial response to the incident for the purpose of protecting nearby persons, the environment, or property from the effects of the release. They should be trained to respond in a defensive fashion to control the release from a safe distance and keep it from spreading. (NFPA 472)

Private Non-profit Facility – Any public non-profit education, utility, emergency, medical and custodial care facilities, to include those for the aged or disabled and facilities on Indian reservations, as defined by the President.

Public Assistance – Assistance provided under this plan, such as debris removal, community disaster loans, permanent repair, restoration replacement of a public and eligible private non-profit facilities damaged or destroyed in "Major Disaster or Emergency" as declared by the President

Lincoln County Emergency Operations Plan

Public Facility – Any publicly owned flood control, navigation, water supply and distribution, irrigation, reclamation, watershed development, sewage treatment and collection, public power, or airport facility; any nonfederal aid street, road, highway, and any other public building, structure, or system, including those used for educational or recreational purposes, or any park.

State Coordinating Office (SCO) – Person appointed by the Governor to coordinate the state and local disaster assistance efforts with the Federal Coordinating Officer.

Technician Level – Hazardous materials technicians are those persons who respond to releases or potential release of hazardous materials for the purpose of controlling the release. Hazardous materials technicians are expected to use specialized chemical protective clothing and specialized control equipment. (NFPA 472)

Lincoln County Emergency Operations Plan

Acronyms

A		E	
AFB	Air Force Base	EBS	Emergency Broadcast System
AFRCC	Air Force Rescue Coordination Center	EOC	Emergency Operations Center
AI	Avian Influenza	EHS	Extremely Hazardous Substances
ALS	Advanced Life Support	EMS	Emergency Medical Services
ANRC	American National Red Cross	EOP	Emergency Operations Plan
ATC	Applied Technology Council	EPA	Environmental Protection Agency
ATSDR	Agency for Toxic Substances and Disease Registry	EPCRA	Emergency Planning & Community Right-to-Know Act
B		F	
BIA	Bureau of Indian Affairs	FBI	Federal Bureau of Investigation
BLEVE	Boiling Liquid Expanding Vapor Explosion	FD	Fire Department
BLM	Bureau of Land Management	FEMA	Federal Emergency Management Agency
B-NICE	Biological, Nuclear, Incendiary, Chemical, Explosives		
C		H	
CAP	Civil Air Patrol	HAZMAT	Hazardous Materials
CBRNE	Chemical, Biological, Radiological, Nuclear and High-Yield Explosives		
CDC	Center for Disease Control	IAP	Incident Action Plan
CFR	Code of Federal Regulations	IC	Incident Command
CISM	Crisis Intervention Stress Management	ICS	Incident Command System
CP	Command Post	IDLH	Immediately Dangerous to Life and Health
D		J	
DDS	Dissemination, Staging, and Storage	JIC	Joint Information Center
DEA	Drug Enforcement Agency		
DOD	Department of Defense	L	
DOE	Department of Energy	LEL	Lower Explosion Limit
DOI	Department of Interior	LEPC	Local Emergency Planning Committee
DOT	Department of Transportation	LOC	Level of Concern

Lincoln County Emergency Operations Plan

Acronyms

	M		RSVP	Retired Senior Volunteer Program
MSDS	Material Safety Data Sheet			
	N			S
NAS	Naval Air Station		SAR	Search and Rescue
NDEM	Nevada Division of Emergency Management		SARA	Superfund Amendments and Reauthorization Act
NDEP	Nevada Division of Environmental Protection		SCBA	Self-Contained Breathing Apparatus
NDF	Nevada Division of Forestry		SNS	Strategic National Stockpile
NDOT	Nevada Department of Transportation		SLUDGEM	Salivation, Lacrimation, Urination, Defecation, GI Distress, Emesis, and Miosis
NFPA	National Fire Protection Association		SOP	Standard Operating Procedure
NHP	Nevada Highway Patrol			T
NIMS	National Incident Management System			
NOK	Next of Kin		TARU	Technical Advisory Response Unit
NTSB	National Transportation Safety Board		TRACEM-P	Thermal, Radiological, Asphyxiate, Chemical, Etiological, Mechanical, Psychological
	O			
OSC	On-Scene Coordinator			
OSHA	Occupational Safety and Health Agency			U
ORM-D	Other Regular Materials (Dangerous)		USAFA	United States Air Force Auxiliary
	P		UC	Unified Command
PCB	Polychlorinated Biphenyl		USCO	Utility Supply Company
PD	Police Department		USF&WS	United States Fish & Wildlife Service
PIO	Public Information Officer			V
PPE	Personal Protective Equipment		VFD	Volunteer Fire Department
	R		VMI	Vendor Managed Inventory
				W
RACES	Radio Amateur Civil Emergency Service			
RRT	Readiness Response Team		WMD	Weapons of Mass Destruction

Section 1

Section 1 provides the foundation for the Lincoln County Emergency Operations Plan. This section **describes the purpose, objectives, execution, administration and organization** under the National Incident Management System (NIMS) to include the Incident Command System (ICS).

Basic Plan and Organizational

Overview Situation

Lincoln County must be prepared to act upon incidents that occur within the jurisdictional boundaries of the county. This preparation begins with an Emergency Operations Plan (EOP). This plan will establish the policies, procedures and responsibilities required in protecting the health and safety of the County’s populace, the public and private property, and the environment from the effects of natural disasters, wild land fires, hazardous materials release, and acts of terrorism.

The EOP establishes the emergency response organization to mitigate natural disasters, hazardous materials incidents, acts of terrorism or major accidents with mass casualties occurring within the County. The EOP also establishes the operational concepts and procedures connected to Lincoln County’s First Response teams.

The Lincoln County EOP is the principal guide for agencies of Lincoln County and other local government entities in responding to and mitigating emergencies. This plan is consistent with the federal, state and local laws through the use of the National Incident Management System (NIMS). Under the NIMS structure, Lincoln County’s response is intended to facilitate multi-agency and multi-jurisdictional coordination, as the complexity of the incident requires, especially between other local, state and federal agencies to mitigate the emergency event.

This EOP is not only a reference document but also an operational plan. This plan may be used for pre-planning for emergencies as well as a guideline for responding to actual emergencies. This EOP establishes basic processes and procedures; however, the incident and situation will dictate priorities and action. Preparedness, through execution of this plan in conjunction with trained personnel, increases the probability of a successful response.

All agencies having a role and responsibility in this plan are encouraged to develop standard operating guidelines and an emergency response checklist based on this plan.

Mission

To allow emergency response teams evaluate the situation and take appropriate emergency action to save lives, eliminate or reduce injuries, and minimize the damage to property, critical infrastructure and the environment. These objectives and actions to support the mission may include, but are not limited to:

1. Securing the area, isolating the hazard and denying entry of unauthorized people into the affected area.
2. Identifying any hazardous material or condition.
3. Providing rapid and effective warning, information, and instructions to people in possible jeopardy from natural disasters or manmade accidents.

4. Providing a means to access technical resources to stabilize the area and return it to normal conditions as quickly as possible.

5. Training and equipping first response teams to effectively, efficiently and safely mitigate hazardous conditions within Lincoln County's existing resources and capabilities.

6. Describing the overall emergency response capability and organization for incidents occurring within Lincoln County.

7. Outlining the responsibilities of local agencies in the event of an incident within Lincoln County and to integrate, if necessary, with state and federal organizations under the National Incident Management System (NIMS).

8. Establishing the line of authority and coordination for incidents under NIMS.

9. Facilitating mutual aid to supplement local resources and capabilities.

Execution

Scope

1. The policies, procedures and guidelines of this plan are applicable to all agencies and individuals; both public and private, having responsibilities for emergency preparedness in planning and training as well as response in execution to mitigate incidents within Lincoln County.

2. This plan is to be organizationally aligned with the National Incident Management System (NIMS). The organizational alignment will allow a seamless integration of federal, state, county and non-governmental (for example, the Red Cross) agencies to support the incident with personnel and/or resources.

3. This plan addresses incidents/events within the county boundaries only where jurisdictional limits apply. This plan does not preclude providing assistance to neighboring counties when services or capabilities are requested.

4. This plan does not address the problems associated with the clean-up or remediation of a non-emergency or long-term recovery/restoration.

Homeland Security Presidential Directive – 8

On December 17, 2003, the President of the United States approved Homeland Security Presidential Directive – 8: *National Preparedness* (HSPD-8). HSPD-8 established national initiatives to develop a common approach and standardized process in preparing and responding to disasters from the federal, state and local levels of government. Those national initiatives are

the National Incident Management System (NIMS), the National Response Plan (NRP) and the National Goal (the Goal). NIMS and NRP represent the common approach in a national response. The Goal establishes readiness priorities, targets, and metrics to determine where capabilities must be applied and improved upon for long term sustainability. These initiatives reinforce each other.

The Department of Homeland Security implements these initiatives through each state. For the purpose of this plan, further discussion on the national system will be limited to NIMS.

National Incident Management System (NIMS) Overview

NIMS provides an organizational framework to facilitate interoperability and standardization. The Incident Command System (ICS) is a basic component of this structure. The ICS component is modular and scalable. This structure is suitable for operations with a single agency, a single jurisdiction with multiple agencies, or multiple jurisdictions with multiple agency involvement and can be adjusted with the size and/or complexity of the incident. Additionally, the ICS will use common terminology maintaining standardization between agencies.

Natural disasters, hazardous material releases/spills, or terrorist incidents often involve response from multiple disciplines and may involve more than one jurisdiction. As a result, this plan will be executed within NIMS guidelines. The ICS construct provides a useful and flexible management system that is particularly adaptable to natural disasters, hazardous materials release/spills, acts of terrorism or accidents involving multi-jurisdictional response, both in the field and in the EOP.

ICS provides the flexibility to rapidly activate and establish an organizational form around the functions that need to be performed in order to efficiently and effectively mitigate an emergency. For this reason, ICS **will** be used during all incidents within Lincoln County.

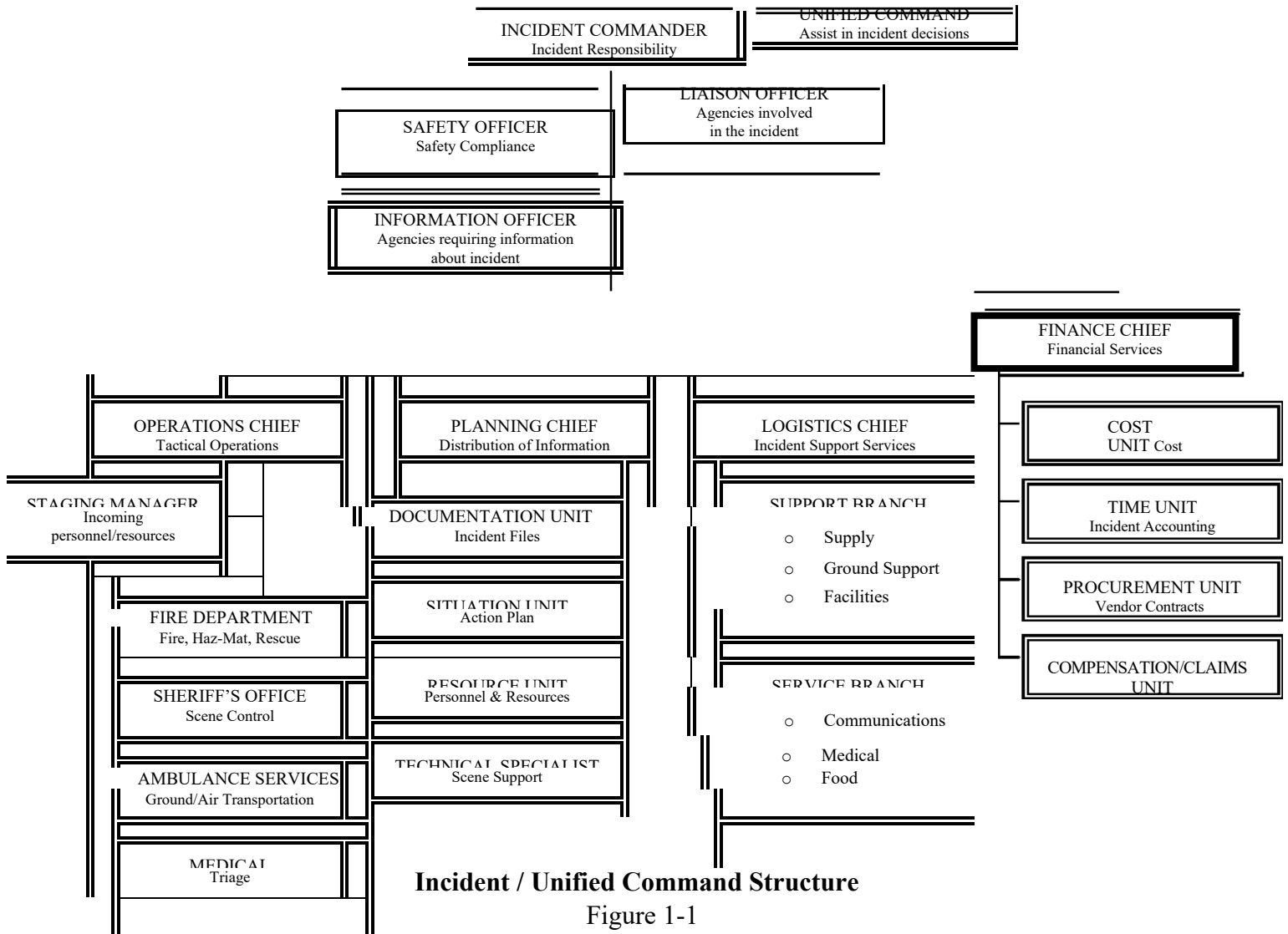
ICS can be utilized for any type or size of emergency, ranging from a minor incident involving only a few members of the emergency organization, to a major incident involving several agencies and/or jurisdictions. ICS allows agencies throughout Nevada and at all levels of government to communicate using common terminology and operating procedures. It also allows for the timely acquisition of a combination of resources during time of emergency.

ICS organizational structure develops in a modular fashion based upon the type and size of the incident. The organization staff builds from the top-down. As the need arises, five separate sections can be developed each with several units that may be established as needed. The specific organizational structure established for any given incident will be based on the management and resource needs to respond and mitigate the incident.

The next page graphically depicts an ICS organizational structure typically used for incidents. The Lincoln County staff can be folded into ICS structure as necessary (see pages 28 and 29) to meet the demands of the incident.

Section 1 – Basic Plan / Overview

The organizational chart below represents a general ICS organization that is capable in supporting any incident. **The organization is scalable to meet the demands of the incident.**



Command Staff

The command portion of this organizational structure can be a single command or unified command and will be responsible for the entire management of the incident. This responsibility includes Command Staff assignments required to support the command function.

Command Function

The command function may be conducted through two methods—single command (Incident Commander or IC) or Unified Command.

Incident Commander

The Incident Commander's responsibility is the overall management of the incident when a single jurisdiction and no overlap in functional agency responsibility. On most incidents, a

single Incident Commander assumes the command activity. Personnel can be pre-designated to assume the role and responsibilities of the IC for potential incidents.

When an incident occurs, the IC will develop objectives and designate personnel for incident action planning and response. The IC will approve the Incident Action Plan (IAP) when developed. The IC will also approve all requests for ordering and releasing resources.

The process of developing the IC position begins from the initial response on every incident. The first responder on scene, by definition, assumes the role of incident commander. As the incident progresses, the role of IC will be passed on to the next higher-ranking individual based on qualification and experience. The role of IC may change several times in the course of establishing an incident. (Note: The highest-ranking official is not obligated to assume the IC role. If the individual performing the duties is qualified and assuming the role will break continuity, transferring command may not be in the best interest in incident mitigation.)

Transfer of Command

Face-to-face transition is the best method of transfer. However, transfers may be accomplished by telephone or radio as long as the situation brief is thorough. Once transfer has been made known to all personnel, the former IC will most likely assume the role of the Operations Chief. The Operations Chief role may implement tactics resulting from strategic decisions between the Operations Chief and the present Incident Commander.

The key to success is command and control. The Incident Command, alone, has responsibility for all activities—resources and decisions relating to the incident. Transfer of command should be made in a manner that maintains the continuity of incident mitigation. When command is transferred at this level or any other level, all incident personnel should be notified. This procedure is typically completed with a radio broadcast announcing the transfer.

Incident Command Review

1. Review common responsibilities.
2. Assess the situation and/or obtain a briefing from the prior Incident Commander.
3. Activate appropriate level of evacuation and response.
4. Determine Incident Objectives and strategy.
5. Establish the immediate priorities.
6. Establish an Incident Command Post.
7. Establish an appropriate organization.
8. Ensure planning meetings are scheduled as required.

9. Approve and authorize the implementation of an Incident Action Plan.
10. Ensure that adequate safety measures are in place.
11. Coordinate activity for all Command and General Staff.
12. Coordinate with key people and officials.
13. Approve requests for additional resources or for the release of resources.
14. Keep agency administrator informed of incident status.
15. Approve the use of trainees, volunteers and auxiliary personnel.
16. Authorize release of information to the news media.
17. Order the demobilization of the incident when appropriate.

Unified Command

For multi-jurisdictional or multi-agency incidents, a Unified Command (UC) may be the preferred organizational structure. This structure offers several perspectives from different agencies with geographic, legal and functional responsibilities. With multiple agency participation, the ability to plan, coordinate and interact creates a more efficient and effective response. Multiple agencies inherently possess varied resources and capabilities in contributing to the incident mitigation effort. Additional strategic objectives may streamline the tactical response through integration and synergy.

Under the UC structure, the Incident Action Plan (IAP) will be developed by the Planning Section Chief and subsequently approved by the UC. The Operations Section Chief will implement the IAP. The UC participants should be collocated to maximize coordination and continuity.

As an example, a hazardous materials incident will draw a greater number and a wider variety of agencies. All hazardous material incidents are assumed to be managed under the Unified Command principle because, in virtually all cases, fire, law enforcement, and public health will have some statutory functional responsibility for incident mitigation. Depending on incident factors, several other agencies will respond to a hazardous materials incident. The best method for ensuring effective information flow and coordination between the responding agencies at the scene of a multi-agency incident is to establish a Unified Command. Each key response agency should have a representative to remain at the command post who will have authority to speak for and commit agency resources. The Assisting Agencies section of this document lists some of the typical functional responsibilities of law enforcement and health agencies.

Command Staff Responsibilities

The Command Staff are special positions and designated by the IC or UC for key activities. These activities do not have a place on the General Staff Sections. However, some periodic coordination will necessary with the Section Chiefs to ensure incident objectives are being met. The Command Staff will report directly to the IC or UC. The Command Staff positions, at a minimum, are: Liaison Officer, Public Information Officer, and Safety Officer.

Liaison Officer

Incidents that are multiple jurisdictional or involve several agencies may require the establishment of the Liaison Officer position on the Command Staff. Only one Liaison Officer will be assigned for each incident, including incidents operating under Unified Command and multiple jurisdiction incidents. The Liaison Officer may have assistants as necessary, and the assistants may also represent assisting agencies or jurisdictions. The Liaison Office is the contact point for personnel assigned to the incident from assisting or cooperating agencies. Liaison personnel do not have tactical assignments or duties in a Unified Command. The liaison position may be used as an information and communication link between the Command Post and the Emergency Operating Center.

Liaison Officer Review

1. Review common responsibilities.
2. Be a contact point for Agency Representatives.
3. Maintain a list of assisting and cooperating agencies and Agency Representatives.
4. Assist in establishing and coordinating interagency contacts.
5. Keep agencies supporting the incident aware of incident status.
6. Monitor incident operations to identify current or potential interagency problems.
7. Participate in planning meetings, provide current resource status, including any limitations or capability shortfalls in assisting agency resources.

Public Information Officer

The information officer is responsible for developing and releasing information about the incident to the news media, to incident personnel, and to appropriate agencies and organizations.

Only one Information Officer will be assigned for each incident, including incidents operating under Unified Command and multiple jurisdiction incidents. The Information Officer may have assistants, as necessary, and the assistants many also represent assisting agencies or jurisdictions.

Agencies have different policies and procedures relative to the handling of public information. The following list reflects the major responsibilities of the Information Officer, which generally apply on any incident:

Public Information Officer Review

1. Review common responsibilities.
2. Determine from the IC or UC, if any limits exist on information release.
3. Develop material for use in media briefings.
4. Obtain media information that may be useful to incident planning.
5. Maintain current information summaries and/or displays on the incident and provide information on status of incident to assigned personnel.

Safety Officer

The Safety Officer's function is to develop and recommend measures for assuring personnel safety, and to assess and/or anticipate hazardous and unsafe situations.

Only one Safety Officer will be assigned for each incident. The Safety Officer may have assistants as necessary, and the assistants may also represent assisting agencies or jurisdictions. Safety assistants may have specific responsibilities such as air operations, hazardous materials, air monitoring, etc.

Note: Even though the Safety Officer has the authority to stop any unsafe acts without prior permission, this authority can only be exercised if there is insufficient time to take action through the proper chain of command. The Safety Officer does not have the authority to change tactical decisions or move resources. The Incident Commander must be notified immediately of any emergency stop actions.

Safety Officer Review

1. Review common responsibilities.
2. Participate in planning meetings.
3. Identify hazardous situations associated with the incident.
4. Review the Incident Action Plan for safety implications.
5. Exercise emergency authority to stop and prevent unsafe acts.
6. Investigate accidents that have occurred within the incident area.

- 7. Assign assistants as needed.
- 8. Review and approve the medical plan.
- 9. Develop hazardous materials site safety plan as required.

General Staff

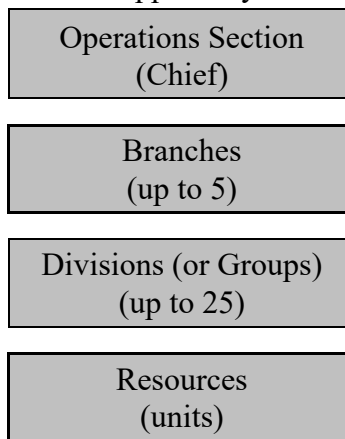
The General Staff comprises incident management personnel who represent major functional elements of the ICS. These positions are Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief. The Command Staff and General Staff must continually interact, coordinate activities, share critical information, offer estimates of the current and future situation, and develop recommended courses of action for consideration by the IC/UC. Specific responsibilities for each functional area will be addressed in subsequent Annexes.

Operations Section

The Operations Section is responsible for managing tactical operations of the incident to mitigate the immediate hazard, save lives, eliminate or reduce property damage, establish situation control and access, and restore normal conditions. This annex and associated Tabs and Enclosures will address tactical operations for specific incidents. In managing tactical operations, a few ICS organizational structures are described to allow the Operations Section Chief flexibility in tailoring a tactical organization in meeting the demands of the incident.

Operations Function

The Operations function can be organized and executed in many ways. The specific organization will depend on the type of incident, agencies involved, incident strategies and objectives. The approach may be either jurisdictional, functional or combination of both. The primary organizational structure below can support any one of the approaches.



Operations Section Organization

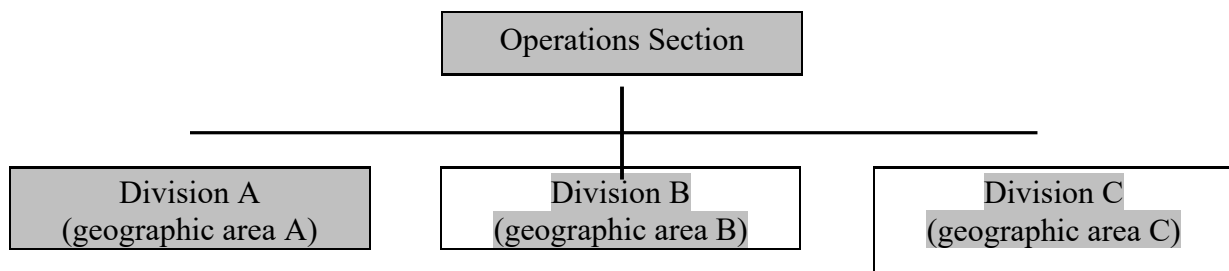
Figure 1-2

Operations Section Chief Responsibilities

The Operations Section Chief directly manages all incident tactical activities and executes the Incident Action Plan (IAP). The Operations Section Chief may have one or more deputies. These deputies will be qualified to a similar level as the Operations Section Chief.

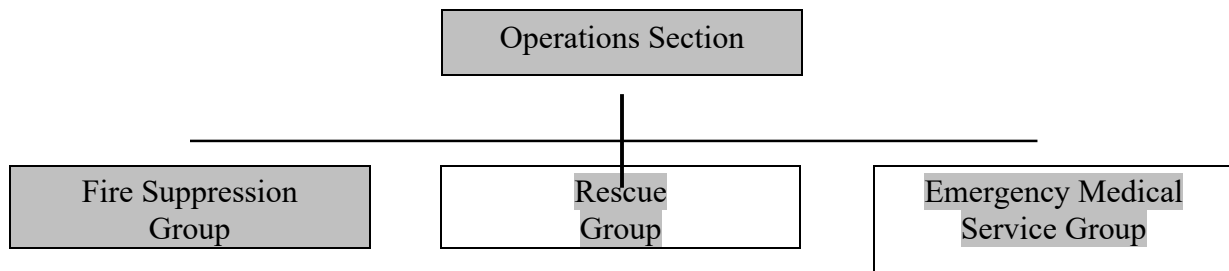
Divisions and Groups

Divisions and groups are established when the number of resources exceeds the Operations Section Chief’s manageable span of control. These terms are standardized. Divisions demarcate physical or geographical areas of the operation within the incident area. Groups demarcate functional areas of operation for the incident. The following are examples of organizations incorporating division and group structures.



Geographic Divisions

Figure 1-3

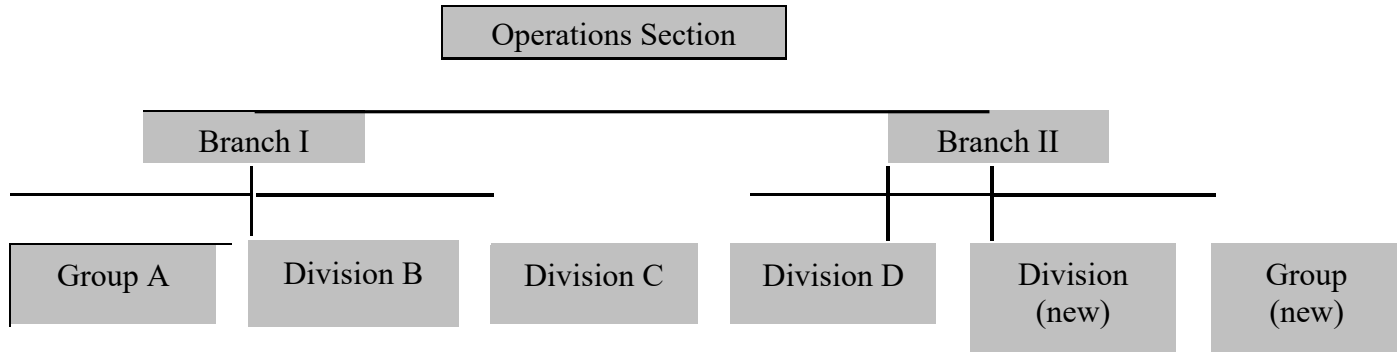


Functional Groups

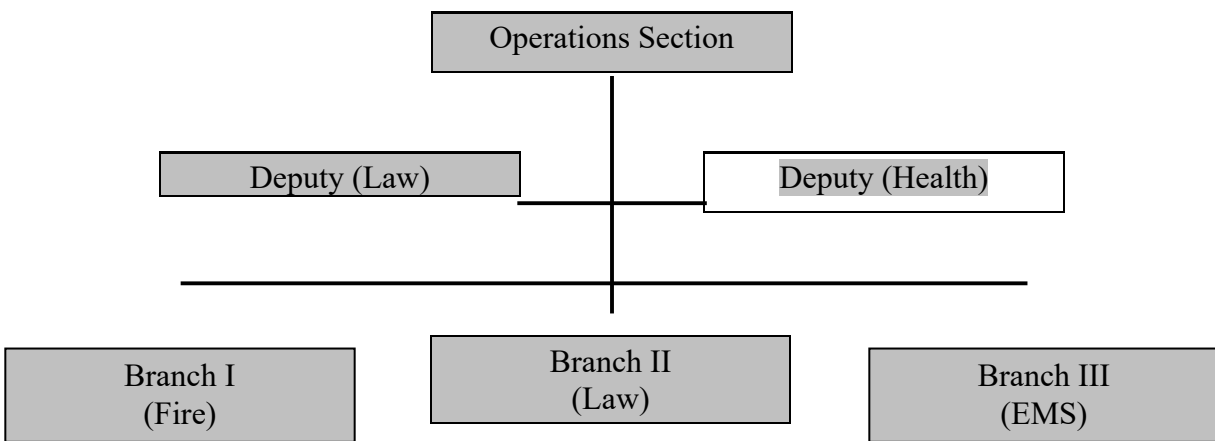
Figure 1-4

Branches

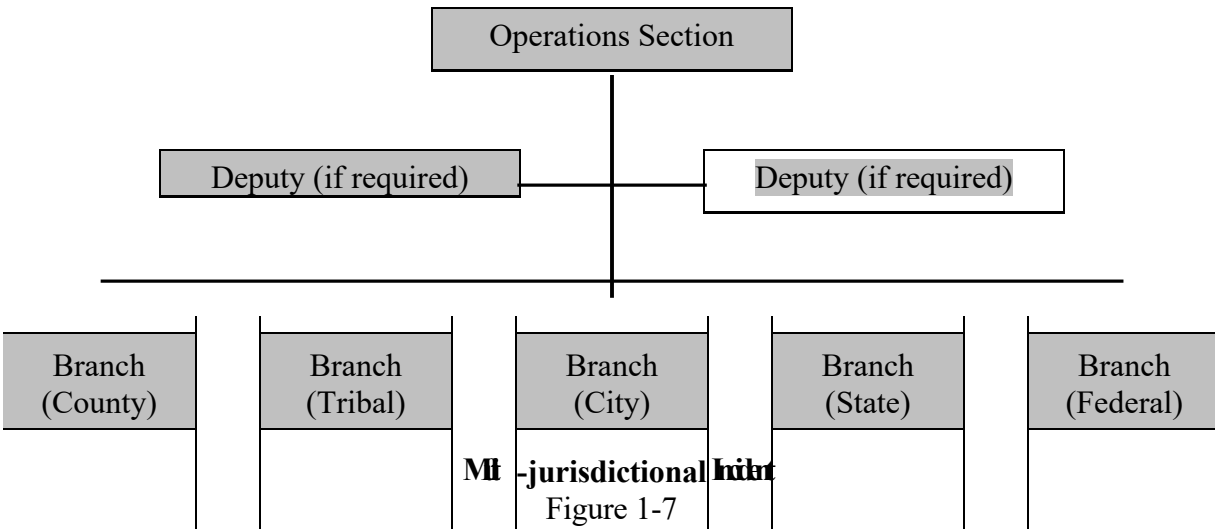
Branches may be established for the following reasons: the number of divisions/groups exceeds the Operations Section Chief’s manageable span of control, the incident requires a functional branch structure, or the incident is multi-jurisdictional.



Two-Branch Organization
Figure 1-5



Functional Branch Structure
Figure 1-6



Multi-jurisdictional
Figure 1-7

The Operations Section organization can be tailored to the needs and demands of the incident. The salient point in the Operations Section organization is that it remains scalable. Organizational adjustments can be easily incorporated.

Planning Section

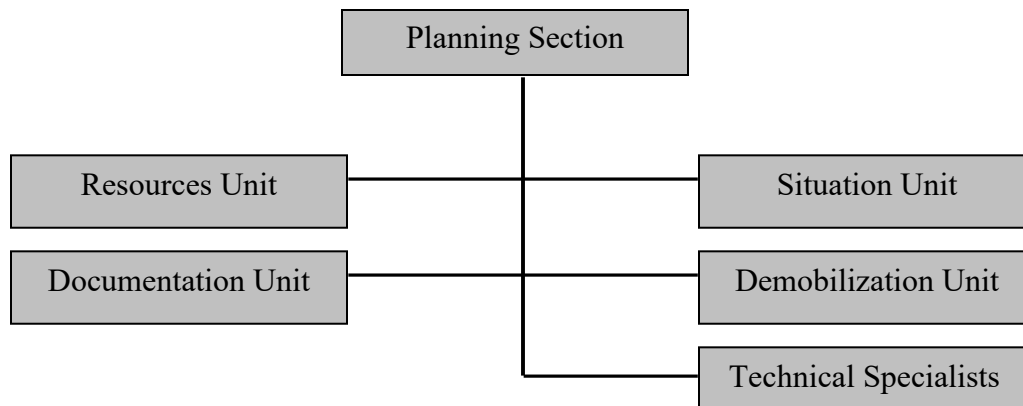
The Planning Section is responsible for collecting, evaluating, and disseminating an operational plan for tactical implementation. This section maintains information on the current situation and forecasts the incident progress based on resources on the incident. The Planning Section will prepare the Incident Action Plan (IAP). The Planning Section may offer recommendations to obtain additional resources to support incident objectives if the incident does not progress as projected. This annex and associated Tabs and Enclosures will address planning functions and actions for specific incidents.

Planning Function

The Planning Section must be forward looking based on tactical progress made by the Operations Section. As a guide, consider these steps in assisting the planning effort.

- Review the Incident mission and objectives
- Review the previous IAP
- Review physical resources list
- Obtain information on the current situation
- Evaluate the progress of the previous IAP and current situation
 - 3/4 Were IAP objectives met? If not, why?
 - 3/4 Were the IAP objectives realistic?
 - 3/4 Are resources effective? If not, why? Are more/less resources required?
 - 3/4 Are processes or procedures effective? Modify as necessary
 - 3/4 Are the Incident objectives realistic? If not, specify and discuss with IC.
 - Provide the IC with alternate objectives and courses of action.
- Based on the reviews/evaluations, prepare and submit IAP to the IC for approval
- Once approved, disseminate the IAP to all sections and units

The specific organization is straight-forward.



Planning Section Organization

Figure 1-8

Planning Section Chief Responsibilities

The Planning Section Chief supervises all incident-related data gathering and analysis regarding incident operations and assigned resources, courses of action for tactical actions, conducts planning meetings, and prepares the IAP for each operational period. Typically, the Planning Section Chief will be assigned from the jurisdiction with primary incident responsibility. This Chief may have one or more deputies.

Resources Unit

The Resources Unit maintains a record and status of all physical resources assigned to the incident. This responsibility includes effective management, status and utilization of resources. Physical resources may be facilities, personnel, equipment, or special teams to support incident objectives. The unit must maintain an accurate status of operation and location. Changes in status must be reflected in the planning process prior to IAP execution.

Situation Unit

The Situation Unit collects, processes and organizes situation information; prepares situation summaries; and develops projections and forecasts of future events. This unit may use technical specialists to clarify procedures and/or operations.

Documentation Unit

The Documentation Unit maintains accurate and complete incident files; provides duplication services to incident personnel; and files, maintains, and stores incident documents for legal, analytical, and historical purposes.

Demobilization Unit

The Demobilization Unit develops the Incident Demobilization Plan (ICS 221). Demobilization will include specific instructions for personnel and resources to be released from the incident. This process must maintain a status of all resources from initial check-in to final check-out.

Technical Specialists

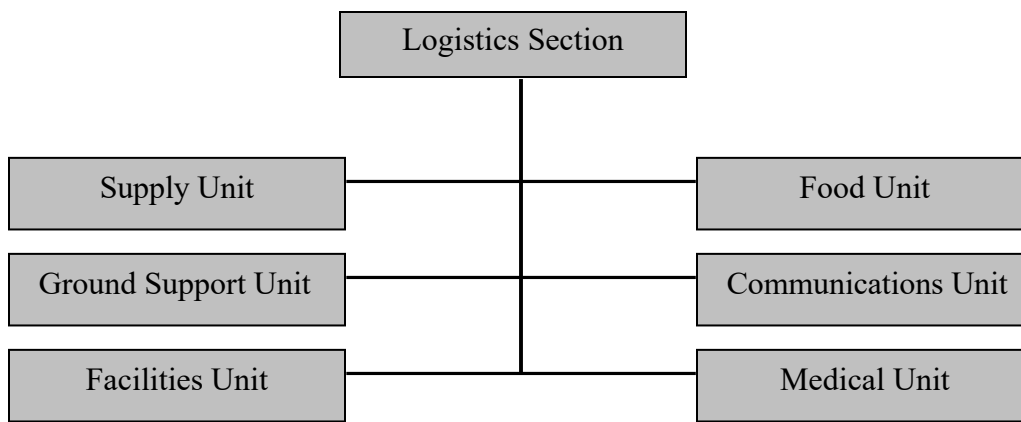
Technical Specialists can be used to advise planners in areas of expertise with special skills necessary in achieving incident objectives. Examples of technical specialists are meteorologist, environmental impact specialist, structural engineering, agricultural specialist, legal counsel, radiation health physicist, veterinarian, firefighter specialist, explosives expert, and resource use and cost specialist.

Logistics Section

The Logistics Section is responsible for meeting all of the support needs for the incident including ordering resources through appropriate procurement authorities. Additionally, the Logistics Section provides facilities, transportation, supplies, equipment maintenance and fueling, food service, communications, and medical services for incident personnel. This annex and associated Tabs and Enclosures will address logistic support for specific incidents.

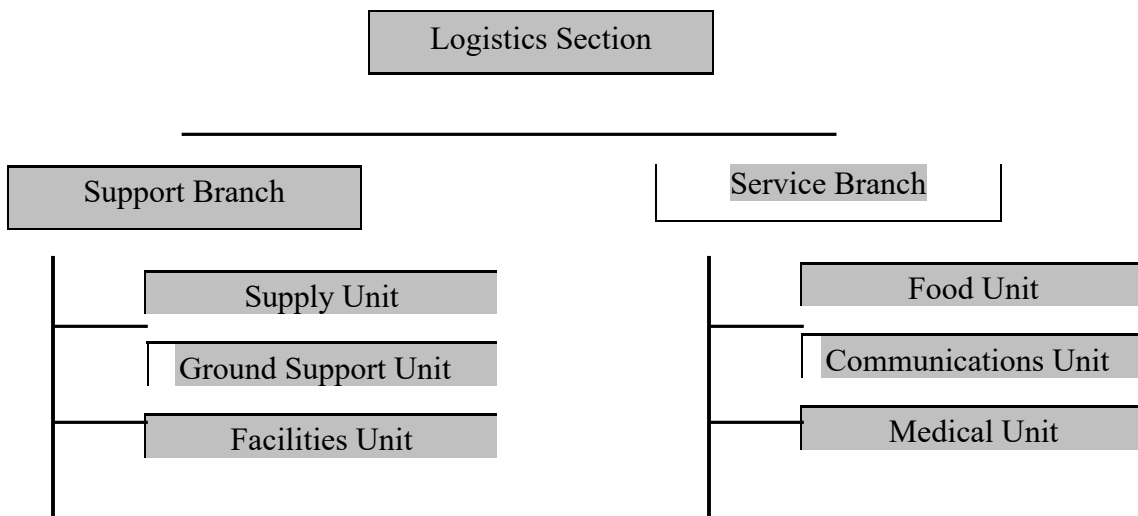
Logistics Function

The specific organization will depend on the size of the incident. The two organizational structures offer alternatives depending upon support the size of the incident.



Logistics Section Organization

Figure 1-9



Two-Branch Organization

Figure 1-10

Logistics Section Chief Responsibilities

The Logistics Section Chief manages all incident logistical functions. The Logistics Section Chief may have a deputy and is encouraged. The Logistics Section Chief may establish a two-branch organization if the incident exceeds the Logistics Section Chief's manageable span of control.

Supply Unit

The Supply Unit orders, receives, stores, and processes all incident-related resources, personnel, and supplies. This responsibility includes all off-incident ordering for all tactical resources (including personnel) and all expendable and non-expendable supplies. The unit will receive, process, store, distribute and service all tools and portable, non-expendable equipment.

Facilities Unit

The Facilities Unit establishes, maintains, and demobilizes all facilities used to support incident operations to include facility maintenance and its security. This unit will establish the ICP, incident base and camps, and various shelters to arrange for food and water service; sleeping quarters, sanitation and showers; lighting and staging.

Ground Support Unit

The Ground Support Unit maintains and repairs primary tactical equipment, vehicles, and mobile ground support equipment; records usage time for all ground equipment (including contract equipment) assigned to the incident; supplies fuel for all mobile equipment; provides transportation in support of incident operations (except aircraft) to include personnel supporting the incident; and develops and implements the Incident Traffic Plan. This unit also reports the location and status of transportation vehicles to the Resources Unit.

Communications Unit

The Communications Unit develops the Communications Plan (ICS 205); installs and tests all communications equipment; supervises and operates the incident communications center; distributes and recovers communications equipment assigned to incident personnel; and maintains and repairs communications equipment. Communication networks must be interoperable with multi-agency systems. Consequently, local and interagency frequency and radio capabilities must be known. For example, state, county and local response units must be able to communicate through the radio network for effective command, tactical (ground-to-air and air-to-air) support. Maintaining a radio and frequency list will assist in the response.

Food Unit

The Food Unit determines food and water requirements; plans menus, orders food, provides cooking facilities, cooks, serves, maintains food service areas, and manages food security and safety concerns. The unit must ensure remote locations are adequately supplied and must coordinate with the Planning Section (number of incident personnel and victims); facilities Unit

(food-service areas); Supply Unit (order food); Ground Support Unit (ground transportation); and Air Operations Branch (air transportation).

Medical Unit

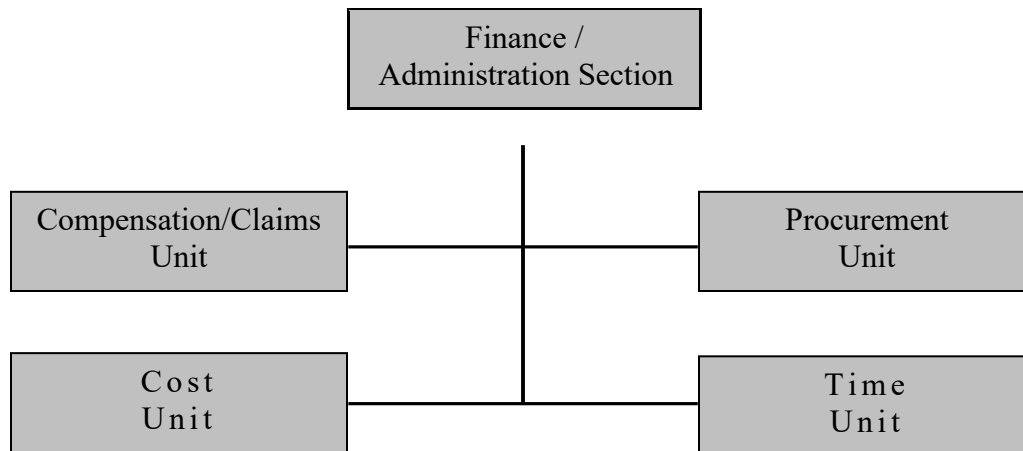
The Medical Unit generates the **Incident Medical Plan (ICS 206) for incident personnel**; develops procedures for handling any major medical emergency involving incident personnel; provides continuity of medical care such as vaccinations, vector control, occupational health, prophylaxis, and mental health services; provide transportation for injured personnel; ensure incident personnel patients are tracked and accounted for; process all paperwork associated with injury or death of incident personnel; and coordinate personnel and mortuary affairs for incident personnel fatalities. **The Medical Unit provides services to incident personnel. Incident victims are responsibilities of the Operations and Plans Sections.**

Finance / Administration Section

The Finance/Administration Section can be established when the need for financial, reimbursement (business, agency or department) and/or administrative services to support incident management exists. In large, complex incidents where multiple agencies are participating, this section will track and forecast expenditures of the incident. Expenditures must be reported to the IC and allow the IC to determine if constraints exist or if more resources are needed. This annex and associated Tabs and Enclosures will address functions and actions for specific incidents.

Finance / Administration Function

The Finance/Administration must quickly develop expenditure tracking systems. Close coordination with the Planning and Logistics Sections is imperative to reconcile resource expenditures with financial documents. An example of the Finance/Administration Section organization is below. Like the other Sections, the organization can be tailored to meet the demands of the incident.



Finance / Administration Section Organization

Figure 1-11

Finance / Administration Section Chief Responsibilities

The Finance/Administration Section Chief must monitor cost expenditures to ensure that applicable statutory rules are met. This Section Chief will determine, given current and anticipated future requirements, the need for establishing subordinate units. This Chief may have a deputy.

Compensation and Claims Unit

The Compensation and Claims Unit may consist of one individual in handling injury compensation. This unit/individual ensures that all forms required by workers' compensation programs and local agencies are completed and maintains files on injuries and illnesses associated with the incident ensuring all witness statements are obtained in writing. Close coordination with the Medical Unit is essential since they perform similar tasks. The claims function handles investigations of all civil tort claims involving property associated with or involved in the incident while maintaining logs on claims, obtaining witness statements, and documents investigations and agency follow-up requirements.

Procurement Unit

The Procurement Unit administers all financial matters pertaining to vendor contracts. This unit will identify local sources for equipment, prepares and signs equipment rental agreements, and processes all administrative requirements associated with equipment rentals and supply contracts. This unit must coordinate with local cost authorities and the Supply Unit since they have some procurement responsibilities.

Cost Unit

The Cost Unit provides cost analysis data for the incident. This unit must ensure that equipment and personnel for which payment is required are properly identified, obtain and record all cost data, and analyze and prepare estimates of incident costs. The Cost Unit forwards an input on cost estimates for resources to the Planning Section.

Time Unit

The Time Unit is responsible for ensuring proper daily recording of personnel time in accordance with the policies of relevant agencies. This unit will ensure the Logistics Section records or captures equipment usage time; the Ground Support Unit for ground transportation; and Air Operations Support Group for aircraft flight time. The unit will collect personnel time records for each operational period.

Preparedness

Preparedness develops the organizational processes and procedures to decisively respond, mitigate and recover from potential threats within Lincoln County. The first portion of this section will assign the responsibilities with key county officials and staff, and then, address processes to meet the potential hazards identified by the Local Emergency Planning Committee.

Key Personnel and Organizational Responsibilities

County Commission:

1. Review and approve Lincoln County Emergency Operations Plan.
2. Appoint members to the LEPC.
3. Participate in LEPC planning.
4. Pass ordinances needed to support the purpose of this plan and protect community residents.
5. Make policy decisions in the areas of:
 - Evacuation
 - Funding
 - State and/or Federal assistance requests
 - Mutual aid agreements
 - State of Emergency Declaration

Local Emergency Planning Committee (LEPC):

1. LEPC should consist of, at a minimum, representatives from the following groups:
 - County elected officials, and if available, selected State elected officials
 - Emergency Management
 - Law Enforcement
 - Fire Services
 - Emergency Medical Services
 - Hospital / Human and Health Services
 - Public Works (Environmental, Roads, Transportation, Utilities, etc.)
 - School District
 - Emergency Communications [include the media (print, radio, television, telephone utilities) and the Radio Amateur Civil Emergency Service (RACES)]
 - Red Cross
 - Community Organizations
 - Private Facility Owners or Operators (local industries such as mining)

2. Members will be reviewed by the Lincoln County Board of Commissioners.

3. The LEPC will also perform the following duties:

- Elect a chairperson, co-chairperson as well as establish rules or a charter by which the committee will function.
- Ensure minimum ICS training is accomplished for first response units.
- Complete an emergency plan in accordance with Section 303, Title III of the Superfund Amendments and Reauthorization Act (SARA).
- Establish procedures for processing requests from the public for information and designate a coordinator for such information. (Sections 312 & 324 SARA Title III)
- Review emergency plan annually and periodically review emergency planning objectives and/or tasks, as necessary.
- Apply for, administer, and distribute grant funds to meet or facilitate applicable emergency planning objectives.
- Promote public awareness and education to minimize confusion in the community if an incident occurs.
- Develop annual test or exercise of the plan.
 - Establish test / exercise objectives
 - Identify the existing emergency response equipment and personnel.
 - Determine equipment and/or personnel shortages
 - Evaluate process or procedural gaps
 - Conduct a needs assessment of emergency response equipment and personnel and modify plan processes / procedures, as necessary.

County Emergency Management Director:

Preparation/Response:

1. Be the central point of contact for the plan.
2. Be a member of the LEPC and the designated Community Emergency Coordinator as well as recommending to the LEPC exercises, drills, workshops, and seminars to meet or increase the level of emergency preparedness. Recommend grants to support training and preparedness requirements.
3. Assume the role as the designated Emergency Management Director in accordance with applicable County ordinances.

4. Maintain Title III information files and coordinate public requests for Title III information.
5. Hold, maintain and update hazards and analyses specific to Lincoln County.
6. Hold, maintain and update the Emergency Operations Plan (EOP) for Lincoln County and coordinate changes with EOP holders.
7. Coordinate planning function, establish processes, and prepare logistics activities, as needed, to streamline any mitigation actions.
8. Monitor condition of the Emergency Operations Center (EOC) sites and plan for properly equipage, functionality as well as coordinating its actions when activated.
9. Implement Emergency Operations Plan, advise the County Commissioners and/or Caliente City Council, as required, and provide follow up notification to the appropriate officials in the event of an incident.
10. Act as a liaison with local, state and federal agencies on behalf of Lincoln County.

Law Enforcement:

Preparation/Response:

1. The Sheriff will normally be the Incident Commander and assume control until properly relieved. The IC shall effect overall management and coordination of an incident.
2. Comply with all hazardous materials training requirements and ensure that their personnel receive the mandated levels and types of training.
3. Develop and maintain Standard Operating Procedures (SOP) for Chemical, Biological, Radiological, Nuclear and High Yield Explosives (CBRNE) response. Participate in review of emergency and dispatch response procedures. Participate in interagency training.
4. Develop and conduct training in evacuation procedures. These procedures and training must incorporate volunteers such as Lincoln County Search & Rescue.
5. Be responsible for evacuation of public. Assign routes from affected areas to designated shelters.
6. Support the Fire Chief in coordinating the containment of a hazardous material incident to the point when fire service assistance is no longer needed at the scene.

Section 1 – Basic Plan / Overview

7. Perform rescue and first aid, as training and conditions permit. **Actions are not to exceed the current level of response personnel training and equipment operation.**
8. Maintain cognizance of indications and warnings for potential terrorist or extremist groups through state and federal networks. These indications and warnings will increase vigilance and awareness.
9. Establish incident perimeter, contain area and access control points in conjunction with Incident Commander to protect the public.
10. Perform crowd control in the vicinity of the incident area.
11. Establish evacuation routes and traffic control for staging areas. Re-route vehicle and pedestrian as necessary to facilitate flow.
12. Provide security for critical infrastructure and vital facilities.
13. Provide security for evacuated areas to deter potential looting.
14. If first on the scene, act as the incident commander until relieved by the fire service.
15. Provide personnel to fill positions within the ICS as requested by the Incident Commander.
16. Participate in Unified Command, as necessary.
17. Conduct Incident Command training in accordance with NIMS.
18. Maintain qualification and training records for all emergency response personnel. Ensure that records are available at the scene of all incidents for review by OSHA.
19. Develop and maintain mutual aid agreements for additional resources.

Recovery:

1. Establish re-entry procedures for the general public's return to area after the area is declared safe by Incident Commander.
2. Supervise the re-entry of the general public into the area.
3. Conduct Hazmat Accident Investigation.
4. Conduct Hazmat Criminal Investigation.

All Law Enforcement personnel should be properly trained to the awareness level at a minimum.

Fire Services:

Preparation/Response:

1. Participate in LEPC planning with representation by the Fire Chief or an appointed representative of all fire protection agencies in the county.
2. Establish working relations with facilities in the jurisdictions.
3. Enter into any approved cooperative and/or mutual aid agreements, as necessary.
4. Comply with all hazardous materials training requirements and ensure that their personnel receive the mandated amounts and types of training in accordance with 29CFR1910.120.
5. Maintain qualification and training records for all emergency response personnel. Ensure that records are available at the scene of all incidents for review by OSHA
6. At a fixed facility incident, coordinate with the IC in the emergency response effort and work jointly with the facility's on-scene coordinator.
7. Maintain inventory of local hazardous materials response resources and update list annually to LEPC.
8. Review all materials sent to them by the fixed facilities.
9. Develop and maintain Standard Operating Procedures (SOP) for hazardous materials response.
10. Propose, and if approved, maintain mutual aid agreements in supporting response and/or recovery efforts. These agreements should cover gaps in capabilities.
11. Provide current resource lists for inclusion into the plan.
12. Conduct Incident Command in accordance with the National Incident Management System (NIMS).
13. Provide interagency training and review of emergency and disaster response procedures.
14. Take appropriate action to mitigate the hazard, stabilize the situation, rescue any injured or trapped persons and evacuate the area, as necessary. **Actions are not to exceed the current level of response personnel training and equipment operation.**
15. Extinguish fires, as conditions permit.

16. Render life saving assistance, when necessary, as conditions and training permit.
17. Assist in evacuation, as necessary.
18. Coordinate the contacts for hazardous materials services.
19. Establish exclusion, evacuation, decontamination and casualty collection areas and control points at safe locations. Coordinate with IC and law enforcement (for potential evidence if a crime scene).
20. Decontaminate any exposed victims, as necessary and training/equipment permit.
21. Execute any defensive actions necessary to isolate and contain area until properly relieved by qualified personnel at the direction of the IC.
22. When the incident is no longer an emergency, the Incident Commander will turn control of the incident over to a certified clean up contractor trained to perform at the determined incident level.
23. Provide staff support to Incident Commander as needed.

Medical Services:

Preparation/Response:

The primary responsibility for directing emergency health services within Lincoln County is borne by the Grover C. Dils Medical Center. Any hospital assisting with patient care on an incident is located outside the County's boundaries. Patient conditions must be reported to servicing hospitals upon transfer from the incident site.

1. Emergency Medical Services (EMS) personnel will initiate the Medical Plan (ICS 206 in Section 4, Annex 12) as appropriate: provide triage, treat and transport of victims and incident personnel. For victims exposed to hazardous materials or acts of terrorism, verify if decontamination has been completed prior to clinic/hospital entry; staff the medical branch positions; and provide medical monitoring of the Hazmat team(s). **Actions are not to exceed the current level of response personnel training and equipment operation.**
2. Acute care hospitals will provide treatment of victims and incident personnel, provide primary decontamination of walk-in patients and secondary decontamination of patients received from the scene as necessary, and act as a resource for medical treatment information and on-line medical control of pre-hospital personnel.
3. All medical personnel both on and off scene will maintain close communication regarding the identity, health effects and medical care information for victims.

4. EMS personnel will attempt to limit additional exposure to victims, themselves and their vehicles, equipment and facilities through the use of appropriate precautions and personal protective equipment.
5. Participate in LEPC planning with regard to medical issues.
6. Develop and maintain Standard Operating Procedures (SOP) for hazardous materials, CBRNE, and natural disaster responses.
7. Provide personnel to fill positions within ICS as requested by the Incident Commander.
8. Participate in Unified Command as necessary.
9. Conduct Incident Command training in accordance with NIMS.
10. Conduct Hazmat Emergency Response training for personnel.
11. Participate in interagency training for CBRNE and Hazmat Incidents.
12. Establish medical areas at shelter locations as necessary.
13. Acquire items for mass casualty treatment and the means to quickly transport them to the scene(s) of the disaster.

County Health Nurse:

Preparation/Response:

1. Assist Lincoln County in health-related issues.
2. Provide representatives to the LEPC with regard to public health, emergency medical services planning, natural disaster response and hazardous materials releases.

Note: Lincoln County does not have a County Environmental Officer. The State Health Officer assigned to Lincoln County is limited to water, sewer and food issues. Lincoln County health services response options are:

- a. Contact neighboring counties for assistance.
- b. Contact Nevada Division of Emergency Management.
- c. Contact Federal Regional Response Team

These health services response options must be requested and coordinated through the IC or EOC, if activated.

County Coroner’s Office (Sheriff’s Office):

Response:

1. Provide removal of deceased victims.
2. Provide identification of deceased victims.
3. Notify next of kin of deceased victims.
4. Conduct investigation to determine cause of death, as required by NRS.
5. Establish mortuary areas, as required.

County Road Department:

Preparation/Response:

1. Participate in LEPC planning with regard to public works.
2. Provide an updated list of equipment and personnel available to support emergency operations.
3. Assist Utilities Foreman to protect water and sewer systems, if endangered or as requested.
4. Develop and maintain Standard Operating Procedures (SOP) for hazardous materials CBRNE, and natural disaster responses in conjunction with response teams. **Actions are not to exceed the current level of response personnel training and equipment operation.**
5. Provide personnel to fill positions within the ICS as requested by the IC.
6. Participate in Unified Command, as necessary.
7. Conduct Incident Command training in accordance with NIMS.
8. Participate in interagency training, as requested or required.
9. Designate alternate traffic routes for the traveling public. Place detour signs or other traffic control devices.
10. Remove debris as requested by Incident Commander.
11. Provide heavy equipment, personnel, and materials to aid in containing or stabilizing Hazmat spills. Create trenches and dikes as needed.

12. Provide supplies and assist in traffic control efforts, as requested.

Sheriff's (911) Dispatch:

Preparation/Response:

1. Receive notification of incident(s).
2. Conduct initial notifications.
3. Obtain weather information as requested.
4. Facilitate emergency communications with emergency responders and County staffs.
5. Document/log requests, decisions, and actions until functions are assumed by the IC or EOC.
6. Coordinate transportation requests for evacuation.
7. Participate in interagency training for specific incidents.

County School District:

Preparation/Response:

1. Coordinate and prepare schools as a shelter to accept refugees (displaced or evacuated residents).
2. Designate staging areas for supplies, medical areas for first aid, and coordinate facility security measures when refugees arrive.
3. Conduct Incident Command training with teachers and staff in accordance with ICS.
4. Transport, as required, displaced or evacuated residents using District buses and qualified drivers.
5. Provide liaison to the IC/UC or EOC, as required.
6. Periodically conduct exercises/drills for district schools to test existing response plan.

Fixed Facilities and/or Transportation Companies:

A hazardous materials release can occur at a fixed-site facility or through a transportation-related incident. A transportation-related incident may occur as a result of accidents either on land, water or in the air. However, transportation companies handle and/or transfer hazardous

materials from place to place. A fixed-site facility includes industrial facilities, commercial office buildings, schools, farms or any other facility that handles hazardous materials.

Preparation/Response:

1. Comply with all federal, state and local hazardous materials reporting requirements. Provide information and reports to the LEPC and State Emergency Response Committee (SERC) in accordance with SARA Title III and the Hazardous Materials Uniform Transportation Act of 1990 to include:
 - f* Material Safety Data Sheets (MSDS) of chemicals as required by Section 311
 - f* Tier I and Tier II chemical inventory forms as required by Section 312
 - f* Toxic chemical release inventory forms as required by 313.
2. Participate in the LEPC as requested. Designate community emergency coordinators and facility emergency coordinators in accordance with Section 303(c)(3) of Title III. One facility emergency coordinator, and a designated alternate, must act as a liaison between the facility and responders. This coordinator must provide 24-hour contact information to the LEPC, update contact information when necessary and submit updated resource lists to LEPC annually.
3. Provide information to health professionals, doctors, and nurses in accordance with Section 323 of SARA Title III.
4. Generate plans, data sheets, forms and follow-up notices to be available for the public in accordance with Section 324 of Title III.
5. Designate an emergency coordinator for the facility to lead facility personnel and work jointly with the Incident Commander. Develop on-site contingency plans with notification / emergency response procedures and responsibilities.
6. Establish working relationships and enter into agreements with local jurisdictions for hazardous materials response and/or assistance, within the guidelines of law and company policies.
7. Provide personnel to fill positions within the ICS as requested by the Incident Commander for incidents directly related to the fixed facility or transportation company. All other participation is voluntary.
8. Participate in Unified Command as necessary.
9. Conduct Incident Command training in accordance with NIMS.
10. Provide immediate notification to the dispatcher/local fire department upon discovery of a hazardous materials release as required by Title III, Section 304(b)(1) via telephone, radio, or in person.
11. Initiate containment measures when necessary. Activate facility HAZMAT plan.

12. Arrange for necessary personnel and equipment, if possible, to mitigate the hazard.

Recovery:

1. Implement clean-up activities and be responsible for associated costs.
2. Complete report and submit to LEPC within seven days after termination of incident.

Shipper/Spiller Responsibilities (for hazardous material releases):

Preparation/Response:

1. Notify 911 Dispatch regarding the accidental spill.
2. Initiate containment, if possible.
3. Provide technical assistance to IC.
4. Implement clean-up activities and is responsible for all associated costs.
5. Complete and submit written report to LEPC within seven days of the termination of the incident.

American Red Cross:

Preparation/Response:

1. Conduct training in operating shelters and mass feeding.
2. Maintain list of shelters and resources (**refer to Section 3, Annex 10, Tabs A-C**).
3. Provide canteen services to victims & emergency personnel.
4. Provide staff support to IC as requested.
5. Coordinate with other relief organizations as needed.

Recovery:

1. Provide individual assistance to families as required.
2. Provide food, shelter and clothing to victims of disaster.
3. Provide disaster welfare inquiry services to relatives of disaster victims.

4. Provide for medical needs of disaster victims according to Red Cross policy.

Incident Commander responsibilities may include, but not limited to:

Preparation/Response:

1. Establish Command Post in safe, unaffected location (i.e., upwind, high ground).
2. Establish communication nets at Command Post (government and private).
3. Select safe staging area(s), as necessary.
4. Identify and determine risk factors for the given incident.
5. Establish hot, warm and cold zones for site (if a hazardous material incident).
6. Determine Level I, II, or III Response (if a hazardous material incident).
7. Request specialized units, if needed, to mitigate the incident. Consider response time if unit originates outside of the Lincoln County area.
8. With other on-site authorities, decide what public protection strategies are appropriate.
9. Conduct Response operations, as required.
10. Determine need and method of public warning.
11. Update Public Information Officer, approving of information to media.

Recovery:

1. Determine when Response phase is over.
2. Declare areas safe for public's return under the supervision of Law Enforcement.
3. Turn over the scene to clean-up contractor if the area remains unsafe for general public.
4. Prepare and submit a report to LEPC within seven days of

Incident. State Government Agencies:

1. Nevada Department of Emergency Management (NDEM):
DEM is, under Nevada law, the coordinating agency for state emergency response for state and federal resources. They may serve as a communications center for incidents.

2. Nevada Division of Environmental Protection (NDEP):
DEP regulates hazardous wastes, provides advice on environmental matters, can test for certain chemicals, and makes final decisions on remediation.
3. Nevada Division of Health:
The division is responsible for the public health and can test for contamination from chemical releases and organisms. Other sections of the division that may assist are:
 - A. Radiological Health is responsible for the incidents involving radioactive materials.
 - B. Emergency Medical Services may assist in coordinating emergency medical response.
4. Nevada Department of Transportation (NDOT):
NDOT has responsibility for minor containment and clean up actions, possesses highway maintenance yards throughout the state with heavy equipment, and other resources that may be used by the local responder under certain circumstances. NDOT has the authority to close highways to traffic as well as law enforcement.
5. Nevada Department of Motor Vehicles and Public Safety:
The department controls the licensing and regulation of commercial carriers throughout the state. The Nevada Highway Patrol (NHP) is part of the department and enforces highway transportation regulation in the state. NHP also controls the State law enforcement communication net that may be used for emergency communications. They may assume incident command responsibilities for incidents involving hazardous materials on state highways.
6. Nevada National Guard:
When activated through State channels (Governor), National Guard personnel and equipment maintain air and ground transportation capabilities to support emergency responders. However, these capabilities have limitations. Requests for National Guard support must be specific to ensure those units can provide the required support.
7. Nevada Department of Agriculture:
The DOA is the coordinating agency for the handling of both small and large animals throughout the state during an emergency particularly during animal pandemics.

Federal Government Agencies:

1. Environmental Protection Agency (EPA):
The EPA is responsible for environmental matters at the Federal level. Support to the state includes sending technical teams and On-Scene Coordinators to the sites of releases or dumps, providing advice, and enforcing violations of environmental law.

2. Federal Emergency Management Agency (FEMA):
FEMA can provide coordination on the Federal level and funds training classes. FEMA provides grants for training under the provisions of Title III.
3. Department of Transportation (DOT):
DOT publishes many hazardous materials publications that are available to the local responders. Under DOT, the Coast Guard can provide hazardous materials teams in some cases. The team serving this area is the Pacific Strike Team where they can handle major oil and hazardous material spills.
4. Department of Energy (DOE):
The DOE Nevada Operations Office (NVOO), by agreement with DEM, will provide radiological assistance to the State when requested. NVOO also provides radiological training to NHP and selected law enforcement and fire agencies. NVOO also has limited cleanup capability.
5. Department of Interior (DOI):
DOI U.S. Geological Survey, Bureau of Land Management, U.S. Fish and Wildlife Service, and Bureau of Indian Affairs all can provide technical information such as location of sensitive habitats and species, water data, natural resource information and land management/use information. BOR, BLM, USF&WS, and BIA have trust responsibility for the lands they manage.
6. Federal Drug Enforcement Administration (DEA):
DEA will provide specialists in the event of the discovery of an actual or suspected clandestine drug laboratory or dump of chemicals.
7. Federal Bureau of Investigation (FBI):
The FBI Environmental Crime Unit may be available to assist in hazardous materials incident investigations or other law enforcement support beyond local capabilities.
8. Department of Defense (DOD):
Naval Air Station Fallon can assist if resources are available. Coordination may begin locally. However, formal requests must be submitted through NDEM.
9. Civil Air Patrol (CAP):
The Civil Air Patrol (CAP) is the United States Air Force Auxiliary (USAFA). The Air Force Rescue Coordination Center (AFRCC) will direct the CAP to perform inland search and rescue missions.

Planning Process (during incident)

Under the ICS, the Execution phase will require prior planning. The intent of planning process is **to chart a course for the incident** that combines the Incident Commander's vision, the incident objectives and looks forward from 24 to 72 hours. The planning process involves the gathering of information from key areas within the system and assembling that information into a plan.

However, not all incidents require written plans and the need for written plans and attachments are based on incident requirements and the decision of the Incident Commander. Once the need for the plan is established, whether the plan is written or verbal, a planning meeting is organized.

The Planning Chief needs to start collecting information from the Incident Commander and other Section Chiefs in order to:

- Understand the current situation
- Predict probable course of incident events
- Prepare alternative strategies and control operations for the incident.

Incident objectives and strategy should be established before the planning meeting. For this purpose, a strategy meeting may be necessary prior to the planning meeting. The table below provides basic steps appropriate for use in almost and incident situation.

Checklist	Primary Responsibility
1. Brief situation and resource status	Planning Chief
2. Establish control objectives	Incident Commander
3. Plot control lines, establish division boundaries, identify group assignments	Operations Chief
4. Specify tactics for each division	Operations Chief
5. Specify resources needed by Division/Group	Operations Chief Planning Chief
6. Specify Operations facility and reporting locations – Plot on map	Operations Chief Planning Chief Logistics Chief
7. Place resource and personnel order	Logistics Chief
8. Consider Communications, Medical and Traffic Plan requirements	Planning Chief Logistics Chief
9. Finalize, approve and implement Incident Action Plan	Incident Commander Operations Chief Planning Chief Logistics Chief

Planning Responsibilities
Table 1-1

The Planning Process is most effective when the incident perimeter and proposed control lines are divided into logical geographical units for planning purposes. The tactics and resources are determined for each of the planning units and then the planning units are combined into divisions/groups utilizing span-of-control guidelines.

Once the plan is updated and delivered daily, Command/Emergency Operations Center (EOC), Operations, Logistics, and Finance/Administration staffs can execute. This plan is a point of departure. Changes may be required during execution due to unforeseen circumstances. Any

changes proposed by the General Staff and approved by the IC/UC must be forwarded to the planners and incorporated into future planning, as necessary.

Plan Administration

The Administration of this plan begins in preparing a long-term view, developing and updating this plan as well as tailoring evaluation and training processes. The following sections outline various areas in administering this plan.

Planning Factors

This section summarizes local conditions that influence the content of Lincoln County Emergency Operations Plan.

General

Lincoln County, located in Southeastern Nevada encompasses approximately 10,635 square miles (6,806,400 acres). The county borders other Nevada counties White Pine County to the north, Nye County to the west, and Clark County to the south. Lincoln County's eastern border is four Utah counties – Beaver, Iron, Millard and Washington Counties.

The topography of the County generally consists of alternating, linear mountains with long, low alluvial-filled basins characteristics of the Great Basin and Range Province. Similar to the topography of the entire state, mountain ranges and valleys in Lincoln County generally have a north-south orientation. Uplifting, faulting, and weathering have contributed to the present relief. Elevation ranges from a height over 9,100 feet mean sea level at the White Rock Mountain Range to adjacent valleys as low as about 2,500 feet east of the Mormon Mountains. Lincoln County's climate is probably best described as generally cool and semiarid with warm, dry summers and cool, moist winters. Given the mountainous terrain and higher altitudes, temperatures are typically cooler. Winds generally flow from the west or northwest, but can be erratic and change directions and velocity within seconds. The mountainous terrain can produce those erratic winds from higher valley temperatures rising through the canyons in the morning and changing directions by flowing down through the mountains in the late afternoons. The annual precipitation amount and type (rain/snow) in Lincoln varies with location (due to altitude) from 4 to 12 inches of rain and 8 to 45 inches of snow. Any rainfall can accelerate the melting of snow, increasing the amount of water to create potential flash flood conditions at certain areas.

Principal communities within Lincoln County are the towns of Alamo, Caliente, Hiko, Panaca, Pioche, and Rachel. Caliente, the only incorporated city, is located at 4,300 feet mean sea level in the middle of the county. Caliente, Panaca, and Pioche are located within 27 miles of each other and capable to maximize available resources. Lincoln County towns are relatively isolated, but county government and private businesses provide a range of services to residents and visitors. For acute medical care, Lincoln County residents may visit Grover C. Dils Medical Center or the two clinics in Alamo or Caliente. Law enforcement agencies are available for emergencies. The major transportation routes are Highways 93, 317, 318, 319, 320, 322 and 375. The one major rail line passes through the southeastern corner of the County to/from Utah

and Clark County. The Lincoln County airport is a lighted 4,600-foot and paved runway two miles west of Panaca.

Economic

Government and government enterprises lead Lincoln County as the largest employer. However, the economic foundation is diverse that includes retail, farming/ranching, and services that support those industries to support its population of over 4,100 residents. These enterprises are from local (County/City/School District), state (Conservation Camp, State Parks) and federal (Nevada Test Site). Recreation and outdoor activities draw visitors to the number of State Parks and other activities.

Education

Lincoln County School District is one of the smaller districts in the state. The district operates nine schools from Kindergarten to Grade 12. The schools are located in Alamo, Caliente, Panaca and Pioche. The student population is reaching near 1,000 for all schools.

Critical Infrastructure

Maintaining services for Lincoln County residents must be a priority, especially during natural disasters during the winter season. Identifying critical infrastructure is essential in focusing available resources to quickly restore services or repair damaged structures for the health and welfare of county residents. If a major natural disaster occurs and critical infrastructure systems are significantly impacted, representatives from their respective systems must be assigned to the EOC as liaisons, integral in restoration and recovery efforts.

- a. Electricity. Electricity is distributed through local utility systems. System outages will be resolved locally when dispatched. Some portable generators may be available (see the resource lists in Section 3, Annex 10, Tabs A and B), but their use must be prioritized. For example, clinics, refrigeration (food, vaccines), shelters (heat), and communications (County dispatcher, telephones, etc.) may be considered as support priorities.
- b. Water supply. Local townships have limited water supply systems. Many households possess wells on their public property.
- c. Sewage systems. Similar with the water supply systems, sewage networks are limited to a few townships. One large preparedness consideration is sewage integrity given its potential health risks associated with sewage releases or breaks in the system. Most household use individual septic systems and may not pose as a large health problem during most natural disasters.
- d. Pipelines. Natural gas and propane lines may be a fire hazard if breached or broken during a major incident.
- e. Transportation routes. As listed above, highways, such as Highways 93, 318 and 375, are critical in providing the primary support for the economic, health, and welfare of Lincoln County residents. The railroad offers the transfer of bulk materials and commodities. The airport can support inbound and outbound flights with smaller aircraft given the size of the runway. Large aircraft support can be accommodated by McCarran Airport at Las Vegas.

- f. Medical services. Grover C. Dils Medical Center is the primary medical facility with limited capabilities. Ambulances and EMT teams are positioned throughout Lincoln County. The clinics in Caliente and Alamo offer limited medical services. Larger hospitals in Las Vegas are the closest medical facilities to address more comprehensive public health needs for Lincoln County residents.
- g. Communications. Telephone service, television cable, radio stations, and RACES offer capabilities to inform the public of incident status, mitigation or recovery efforts and expectations of what the residents can do assist (i.e., remain clear of certain areas, nearest shelters, etc.). Sirens are available to alerts residents in a few of the towns. However, the Sheriff's Department will likely use their public address system on their patrol vehicles to direct residents in emergent situations. Radio broadcasts are extremely helpful as well as the Retired Seniors Voluntary Program (RSVP).

Special Populations

Senior citizens, handicapped persons and children may be difficult to move quickly. Some special/additional care may be necessary in large movements of these people. The Retired Seniors Voluntary Program (RSVP) is a local organization that uses a telephone tree to pass important information. RSVP maintains an updated list of senior residents that require periodic assistance. Schools, clinics, law enforcement, etc., must be notified quickly if a decision is made to move these people from their respective locations. Lincoln County does not have established day care centers, nursing homes, etc. to plan for.

Local Government

Lincoln County provides a full range of services to include law enforcement and volunteer fire protection, construction and maintenance of sanitation, water, and sewer facilities, recreational facilities such as parks, judicial services, economic development, road construction and maintenance, telephone services, and medical facilities. The unincorporated towns within Lincoln County are blended component units of the County government. A few towns maintain a local board as a representative body for the County.

Lincoln County will be responsible in handling incidents within the county jurisdictional limits. None of the towns within the county have the resources or organization to support an EOP.

Local area business and industry possess some hazardous materials. Lincoln County and the Local Emergency Planning Committee (LEPC) shall maintain a record of information from all fixed facilities concerning the presence of hazardous materials. This information will offer insight into the potential dangers if an accident and/or hazardous material spill/release occur within the county limits. As examples, various businesses will use and store chemicals, petroleum products, and/or combustible materials. Agricultural activities use herbicides, pesticides and other toxic substances. Local area businesses must list their hazardous materials. **Hazardous materials are listed in Section 2, Annex 6, Tab F.** Most hazardous material incidents, releases or spills are most likely to occur on transportation routes (i.e., roads or rail).

Depending upon the size of the event, private Lincoln County resources may be able to assist in mitigating the incident. If the incident exceeds the county's capabilities, federal, state, and non-governmental support may be called upon. Lincoln County will maintain its jurisdiction even though state and federal assistance arrives.

Hazard Analysis

All communities are subject to various hazards. Some hazards are more likely than others. Consequently, preparedness can focus available resources more efficiently and effectively by identifying the most likely hazard occurrences. The tables below represent all natural and manmade hazards as well as an assessment of its severity and frequency in Lincoln County.

Natural

Hazard	Severity	Frequency
Drought	Low	Medium
Earthquake	Medium - High	Low
Extreme Weather		
Ice/Snow Storm	Medium	Medium
Heat	Medium	Medium
High Winds	Medium - High	Medium
Hurricane	Unlikely	Unlikely
Tornado	Medium - High	Very low
Flood	Low - High	Medium
Pandemic	Medium	Medium - Low
Tsunami (tidal wave)	Unlikely	Unlikely
Volcano	Medium - High	Low
Water Supply Contamination	Medium - High	Low

Natural Incident Hazards
Table 1-2

Manmade

Hazard	Severity	Frequency
Aircraft Mishap	Medium - Low	Low
Bomb Threat	Medium - Low	Low
Civil Disorder	Low	Low
Dam/Levee Breach	Medium - High	Low
(Wildland) Fire	Low - High	Medium - High
Fuel shortage/outage	Medium	Low
Hazardous Materials		
Biological	Medium	Low
Chemical	Medium - High	Medium - High
Radiological	Medium - High	Medium - High
Power Outage	Low	Low
Terrorist Attack		
Biological	Medium	Low
Chemical	Medium - High	Low
Radiological	Medium - High	Low
High Explosives	Medium - High	Low

Manmade Incident Hazards
Table 1-3

To apply resources efficiently, this plan will focus on all of the listed hazards in the previous tables. As result, Section 2 will include the listed hazards (except those “Unlikely” hazards) and place them in Annexes. Those Annexes will describe response actions available to the Incident/Unified Command and the Emergency Operations Center, as necessary.

Planning Assumptions

Natural disasters, accidents, hazardous materials release and acts of terrorism may occur at anytime and anywhere within Lincoln County. A requirement exists in determining certain expectations or conditions when generating a response plan. Applicable annexes or tabs will incorporate planning assumptions specific to an incident. These expectations or conditions may or may not occur as predicted. As mentioned earlier, the incident will dictate the response priorities and actions. The plan may be modified to meet the emergent demands of the situation.

Plan Development and Maintenance

Plan Development

1. Most counties assign an Emergency Management Director who has primary responsibility for development, review, and coordination of this plan. The LEPC assumes planning and preparedness responsibilities as directed by the Lincoln County Commissioners.
2. Input will be solicited from those agencies having assigned responsibilities under this plan. Evidence of coordination is maintained on file with the LEPC Chairman.

Plan Review and Maintenance

1. This plan, in conjunction with the Lincoln County Emergency Operations Plan, will be reviewed by the LEPC, at least annually, and updated/re-written in its entirety every four years to ensure the plan supports the County’s changing needs and compatibility in synchronizing the response effort. Any changes resulting from this annual review will be published and distributed to agencies holding this plan.
2. This plan may be modified as a result of natural disasters, hazardous materials releases/spills, or major accidents post-incident analyses and/or post-exercise critiques. Proposed changes shall be submitted in writing to Lincoln County LEPC. These changes shall be published and distributed to agencies holding this plan.
3. This plan may also be modified any time responsibilities, procedures, laws, rules, or regulations pertaining to hazardous materials release/spill or natural disaster response changes. Those agencies with assigned responsibilities under this plan are obligated to inform Lincoln County LEPC when changes occur or are imminent. These changes will be published and distributed to agencies holding this plan.

Evaluation and Training

Evaluation

1. Lincoln County LEPC will coordinate and facilitate post-incident analyses and critiques following incidents and exercises.

2. An after-action report may be prepared by Lincoln County LEPC and distributed to those agencies involved in the incident or exercise.

Training

1. Initial and refresher training will be consistent with the provisions of 29CFR1910.120. Lincoln County LEPC will notify holders of this plan of training opportunities associated with emergency response and designated Emergency Operations Center staff.

2. Individual agencies are responsible for maintaining training records. Lincoln County LEPC will ensure training records are updated in accordance with state and federal directives. The LEPC Chairman will also maintain copies of training records.

3. This plan will be exercised at least annually. Lincoln County LEPC may conduct emergency response exercises in conjunction with the Lincoln County annual exercise schedule to facilitate improvements in response planning, county coordination, integration and training.

4. Agencies having assigned responsibilities under this plan must ensure their personnel are properly trained to carry out these responsibilities.

5. The exercises will be held semi-annually for a minimum of two years or until the initial training and written SOP's are completed. Independent observers will be used to review and critique each exercise. After two years or when initial training/SOP's are complete, one exercise must be conducted annually without prior notice to responding agencies.

Coordination

Lincoln County Emergency Management Director will participate in the Lincoln County LEPC. This participation will ensure consistency and continuity in emergency response activities.

Lincoln County Emergency Management Director will closely coordinate activities with the Lincoln County Emergency Operations Center (EOC) to avoid duplicating efforts in mitigating an incident, if an EOC is required.

Initial Response Function

The Initial Response Function addresses areas of the Emergency Operations Plan to initiate actions based on the situation incident.

Initial notification of an incident will most likely begin with the Lincoln County 911 Dispatch. The dispatchers will obtain as much information as possible from caller to direct the level of response for the situation (i.e., fire, police, medical assistance, etc.). Once the first response teams arrive on-scene, the situation must be immediately assessed and contained with available resources at the given location.

Depending upon the size and complexity of the situation, the on-scene leader may need to assume command and establish his/her position as the Incident Commander (IC). Trained first response teams will likely act decisively in understanding the situation to determine the resources necessary and available in order to mitigate the incident. First response teams will recognize the dangers, as will the IC, and match available capabilities to minimize the risk. This recognition will serve to protect response teams as well as the public in the affected area and initiate additional assistance through municipal, state or federal resources.

Lincoln County LEPC shall review these Initial Response Functions annually to assure that all of the criteria of the functions are met and that this plan contains the most recent information. These functional areas may include Standard Operating Procedures (SOP), checklists, statements of intent, phone lists, or a combination of documents. Lincoln County Emergency Operations Plan possesses a quick reference guide in assisting responsible agents to follow the appropriate steps. A portion of this checklist is located in Section 2, Appendix 1 – Emergency Manager’s Checklist. These areas may have multiple agencies or groups that input information or add resources to the sections.

Notifications and Warning Systems

This section is critical when life-threatening conditions exist. **Lincoln County 911 Dispatch** will be responsible for alerting the response teams as soon as the initial report of an incident is received. The Incident Command will determine whether further notification is required. The **Lincoln County 911 Dispatch** will be used to notify pertinent support activities on behalf of the IC (i.e., Fire, Police, Medical, and/or respective Emergency Management Director).

Public Emergency Warnings

Warning Lincoln County residents of existing or pending emergencies and necessary protective actions is a critical task to minimize the impact on people, property and first response teams in Lincoln County. Public warnings may be disseminated by either broadcast, written, or audible message.

Broadcasts warning messages may be delivered through commercial radio facilities via the Emergency Broadcast System (EBS), or as a common emergency news release. An EBS warning is reserved imminent and critical emergencies that require immediate action to the largest audience possible such as dam failure, extremely hazardous weather, hazardous material spills or releases, etc. EBS messages are prefaced by activating the outdoor sirens and the EBS tone, followed by the emergency message. Bulletins and broadcasts are typically used when time is not critical or the situation imminent. Bulletins and broadcasts shall include, but not be limited to, the following notification guidelines:

Protocol Procedure for an Earthquake

1. A sizable earthquake will be clearly distinguished. Depending upon the location of the earthquake’s center, radio broadcasts may be the most immediate action assuming electrical power and structures remain intact. The Emergency Management Director may contact / advise

the County Commission to release a pre-programmed message. In the absence of the County Commission and the Emergency Management Director, the Lincoln County Sheriff may authorize the message. For details, refer to Section 2, Annex 1.

Protocol Procedure for Flooding

1. Rising water information will be provided by the Weather Service to the Lincoln County Sheriff's Office. For details, refer to Section 2, Annex 2.

Protocol Procedure for Hazardous Material Accident/Spill or Act of Terrorism

1. The Incident Commander may request outside municipal, state, federal, or private resources at any time hazardous materials may be involved. For details, refer to Section 2, Annex 6 (Hazardous Materials), Annex 7 (Acts of Terrorism), or Annex 9 (Aircraft Mishap), as required. These scenarios hold the greatest potential for a hazard to residents and first responders from chemical, agent or composite materials.

2. The Incident Commander may request any other Hazmat Teams without declaring a Level III incident. (The definition for a Level III incident is located in Section 2, Annex 6, Tab A, Pages 3-4.)

3. The 911 dispatch center shall make local, state, federal, and affected industrial agency notifications as requested and directed by the Incident Commander in the field.

4. Public notification and warning shall be made by bulletins, broadcasts, audible warning devices, vehicles with public address systems, and door to door.

Command Post Activation

This procedure assists the Incident Commander (IC) in establishing a Command Post (CP). The following guidelines may be modified to fit the situation.

Command Post Site Selection Criteria

1. Strategically located in relation to the incident, upwind, uphill, and upstream, in the cold zone. (May be out of sight of the incident)
2. Accessible to responding personnel.
3. Sufficient space for responding personnel and equipment.
4. Structures for personnel briefing.
5. Protection against weather.
6. Water and power accessibility.
7. Rest rooms.
8. Communications capability (multiple phone lines if possible)
9. Helicopter landing zones.
10. Consider wind shifts and potential expansion of release.

Potential Command Post Sites

1. Predetermined CP location
2. Park or ball field
3. Parking lot
4. School
5. Church
6. Public building

Establishing the Command Post

1. Identify CP, notify 911 Dispatch and commanders of responding units of CP name and location.
2. The IC shall appoint CP staff as needed.
 - a. Command level representative from each responding agency shall liaison with the CP staff.
 - b. Identify personnel assignments by using vest, if available.
 - c. Direct responding units to report to the designated staging area via appropriate routes.
3. Establish appropriate communications with each supporting service as needed.
4. Establish telephone or radio communications with the EOC if activated.
5. Have CP site cleaned up after incident.

Emergency Operations Center

The Emergency Operations Center (EOC) may be required to assist and support the Incident Commander (IC) / Unified Command (UC) in mitigating the situation. The EOC will coordinate information and resources to support incident management activities. The following guidelines may be modified to fit the incident situation.

EOC Activation

Emergency response teams will typically handle routine public safety situations. The need for activation of the EOC is when the nature and/or complexity of the incident necessitate additional coordination in augmenting teams with personnel or capabilities to mitigate the incident. When activated, personnel will report to the Panaca Volunteer Fire Station. An alternate EOC will be situation dependent, but must possess command, control and communication capabilities. Alternate locations may be in the Sheriff's Alamo Substation, Caliente City Hall, or the School District Office (Panaca).

The EOC may be activated by the Lincoln County Commission, or the Incident Commander / Unified Command, as the situation dictates. The Lincoln County Emergency Management Director may advise and alert the County Commission, or the Lincoln County Sheriff in their absence.

Varying levels of EOC response will be dictated by the situation since some incidents will not require a large staff.

Staff Level 1 – Minimum activation where the magnitude or complexity is minor and a small group of designated personnel will staff the EOC until the situation is mitigated.

Staff Level 2 – Limited activation where the magnitude or complexity necessitates selective, multi-agency coordination specific in supporting the incident.

Staff Level 3 – Full activation where the magnitude and complexity requires extensive coordination with multi-agency, multi-jurisdiction.

EOC Staff Assignments

The EOC must be represented by local governmental agencies based on needed experience and/or field of expertise to meet the demands of the situation. EOC members will be selected for core groups to represent pertinent agencies on situational issues. At a minimum, but not limited to, the following groups will be represented on the listed issues:

Policy – Ad hoc group for policy matters supporting emergency management functions

- County Commission
- Lincoln County Sheriff
- District Attorney
- Emergency Management (LEPC Chair)
- (One designated volunteer) Fire Chief
- Lincoln County Health Nurse / Medical Center Administrator
- American Red Cross (local chairperson), if available
- Others – as requested by County Commission (i.e., at-large business owner, etc.)

Operations

- County Dispatcher (communications)
- Emergency Management
- Fire
- EMS/Health & Human Services
- Lincoln County Sheriff
- Lincoln County Search and Rescue, as necessary
- Road Department

Logistics

- EMS/Health & Human Services
- Fire
- Lincoln County Sheriff
- Red Cross
- Road Department
- School District Superintendent, or designated representative, as necessary
- Utilities

Planning

County Assessor
Fire
Lincoln County Sheriff
Road Department
School District Superintendent, or designated representative, as necessary
Utilities

Finance/Administration

County Treasurer
County Clerk
County Auditor
School District Superintendent, or designated representative, as necessary

Information Management / Public Information

Public Information Officer
EOC Information Management support staff

Training and Exercises

All designated EOC staff members may be requested to participate in National Incident Management System (NIMS) training. NIMS training will best orient and integrate support staff. With this training, the staff will better understand the organizational structure to effectively and efficiently support the first response effort. **As mentioned earlier in this section, the ICS organization is scalable according to the size and scope of the incident.** A select core of county staff should consider requisite training assuming funds and availability exist.

Once training is complete, the EOC staff will be eligible for periodic exercises and drills. The intent of periodic exercises is to review and evaluate current response plans and procedures. If gaps exist in planning, procedures or capabilities, the LEPC can assist in providing resources and/or offering process improvements. Funding for training and exercises may be available through various grants. Grants can be coordinated through the LEPC.

Response plans are to be reviewed annually. Plans are to be updated every four years. The State of Nevada, State Emergency Response Commission (SERC), is responsible in monitoring this requirement.

Administration

Each agency is responsible for maintaining records and documenting expenses. All agencies will submit a written report to the Lincoln County LEPC within seven days of termination of the incident.

Key Personnel and their respective responsibilities

Extensive coordination is essential in planning, preparing, responding, mitigating and recovering. Key leaders and responders must understand their roles and responsibilities. Responsibilities are listed for each key officials or response entity. Those responsibilities will be acknowledged by those key officials and response entity representative. The following pages capture those responsibilities and associated acknowledgements.

Emergency Management Director	2
Fire Protection	3
Law Enforcement	4
Emergency Medical Services and Support	5
Health Nurse and Social Service	6
Road and Public Works Department	7
School District	8
American Red Cross	9

Emergency Management Director

The Lincoln County Emergency Management, under the direction of the County Board of Commissioners, provides a point of coordination for emergency services across the spectrum of hazards, analysis, mitigation, planning, preparation, response, and recovery. These functions may include, but are not limited to, as follows:

1. Hazards Analysis
 - a. Develop and keep updated hazards analyses specific to Lincoln County.
2. Mitigation
 - a. Coordinate mitigation response designed to eliminate or reduce the impact of the hazard or incident.
3. Planning
 - a. Coordinate planning effort to develop and update the County’s Emergency Operations Plan (EOP) and its annexes.
 - b. Develop coordination measures and procedures with neighboring counties, state and federal agencies such as memorandums of agreement or understanding.
4. Preparation
 - a. Provide necessary coordination to organize and implement periodic training, workshops, and seminars to increase the level of awareness and preparedness.
 - b. Recommend to the LEPC periodic exercises and drills to test portions of the EOP and determine what changes may or may not be necessary.
 - c. Obtain federal grants and/or surplus equipment to support County emergency services either for training, preparedness or upgrade response capabilities.
5. Response
 - a. Provide support coordination as needed, and as requested, to primary lead agencies
6. Recovery
 - a. Coordinate local County damage assessments – preparatory or in support of emergency (disaster) declarations. **Those damage assessments must be coordinated with the state and federal teams, as necessary.**
 - b. Act as Lincoln County’s liaison and emergency with the County Commission and/or the Caliente City Council, and if required, with state and federal teams and agencies during the incident.
 - c. Coordinate and/or assistance mitigating/recovering from the incident/disaster via the IC or EOC, as necessary

Emergency Management Director
Lincoln County

Fire Protection

The Alamo, Caliente, Panaca, and Pioche Fire Departments are responsible for fire suppression and hazardous materials response within their designated areas and augment the other fire departments, as required (refer to Section 1, pages 22-23). These functions may include, but are not limited to:

- 1. Preparation
 - a. Maintain periodic, required training standards and records in accordance with local, state and federal regulations to maintain the level of proficiency needed.
 - b. Conduct required inspections and maintenance on personal protective, fire suppression and rescue equipment.
 - c. Conduct and log all training – file accordingly.

- 2. Response
 - a. Conduct fire suppression, as required.
 - b. Respond to hazardous material spills to include chemical, biological, radiological, nuclear, and high explosive/combustible.
 - c. Conduct emergency medical aid inside of the danger or hot zone and move patients to appropriate medical station for further triage or treatment.
 - d. Coordinate EMS response and operations, as required.

Lincoln county fire Chief

Alamo Fire Chief

Caliente Fire Chief

Panaca Fire Chief

Pioche Fire Chief

Law Enforcement

The Lincoln County Sheriff's Office and the Caliente Police Departments are responsible for maintaining law and order. These functions may include, but are not limited to:

1. Preparation

- a. Maintain periodic, required training standards and records in accordance with local, state and federal regulations to maintain the level of proficiency needed.
- b. Conduct required inspections and maintenance on personal protective, communication, patrol and rescue equipment.
- c. Log all training and maintenance – file accordingly.
- d. Combat terrorism and track potential threats through law enforcement and intelligence networks.

2. Response

- a. Maintain general compliance with the law.
- b. Provide necessary traffic control to assure orderly movement of persons and vehicles.
- c. Provide and coordinate search and rescue operations, as required.
- d. Establish communication networks to ensure a coordinated effort.
- e. Provide orderly evacuation of inhabitants within any area that experiences or anticipates an emergency incident or disaster.
- f. Provide security at evacuated areas to prevent looting of personal property.
- g. Provide security at evacuation centers or shelters.
- h. Control crowds and riots.

Sheriff
Lincoln County

Emergency Medical Services and Support

The primary responsibility for directing emergency health services within Lincoln County is the Grover C. Dils Medical Center. These functions may include, but are not limited to:

1. Preparation

- a. Conduct and log all emergency operations training such as decontamination procedures and pandemic protective measures – file accordingly. Ensure EMS qualifications and training certifications are current.
- b. Provide public information in preventing health related epidemics/pandemics.
- c. Maintain vigilance of epidemics/pandemics via state / federal medical networks.
- d. Closely monitor pharmaceutical stocks and personal protective equipment to mitigate and treat hazardous materials releases listed within Lincoln County.

2. Response

- a. Establish triage area outside for mass casualty operations. EMS personnel will assume responsibility once the patient is transferred from the hot zone.
- b. Coordinate the delivery of supplies to support on-scene triage operations for EMS personnel, as required.
- c. Track all patient status and location to include transfers from triage to hospital or health care facility. Provide status to IC staff as required.
- d. Maintain sanitary conditions to avoid contaminating the hospital from hazardous material releases or pandemics.
- e. Obtain vaccinations and inoculate at risk persons to include first response personnel and attending medical staffs.
- f. Provide and coordinate medical support during evacuation or shelter movements to include movements from the hospital, nursing homes, other health care facilities, etc.

Hospital Administrator
Grover C. Dils Hospital

EMS Coordinator
Lincoln County

Health Nurse / Social Service

Aid and assistance in Lincoln County is handled by members of our local church groups, welfare offices, and the Lincoln County Health Nurse. These functions may include, but are not limited to:

1. Preparation
 - a. Monitor overall health condition of residents within Lincoln County.
 - b. Coordinate with all state and local (federal, if necessary) health officials to anticipate potential health risks (i.e., maintain vigilance of epidemics/pandemics via state / federal medical networks).
 - c. Closely monitor pharmaceuticals to assist in mitigating and/or treating hazardous materials releases listed within Lincoln County.

2. Response
 - a. Assist and/or coordinate with the Red Cross in providing shelter and food for needy or displaced persons.
 - b. Monitor and provide limited medical care, as required.

Health Nurse
Lincoln County

Roads and Public Works Departments

Public Works and engineering functions can be easily overlooked during incidents and/or disasters. However, the expertise and resources can provide timely services. The primary responsibility for directing emergency public works services within Lincoln County is the Lincoln County Road Department. The City of Caliente can provide assistance through their Public Works Departments. Responsibilities may include, but are not limited to:

1. Preparation

- a. Conduct and log all emergency operations training such as the Incident Command System and standard operating procedures associated with emergency operations.
- b. Maintain heavy equipment to ensure functionality when called upon.
- c. Procure and store items that are likely needed during any hazard [i.e., sandbags, portable generators, structure inspection placards (see Annex 1, Tab C), etc.].

2. Response

- a. Assist law enforcement to route traffic in expediting the flow for emergency vehicles and/or evacuation operations.
- b. Mobilize equipment to clear roads of debris and refuse removal, as necessary.
- c. Assess damage to public property and prioritize work to repair critical infrastructure, then restore critical infrastructure as determined.
- d. Support fire and police rescue efforts with heavy equipment, as necessary
- e. Develop structure inspection plan to examine at-risk buildings (i.e., medical facilities, shelters, utilities, etc.).
- f. Demolish irreparable or hazardous structures to avoid risk of personal injury. Consult private property owners if structure is unsafe, but has public access.
- g. Conduct flood protection or control operations.
- h. Provide temporary backup measures for critical infrastructure such as providing portable generators, potable water tanks, portable toilets, etc. at designated areas.
- i. Provide engineering services for emergency construction requirements.
- j. Coordinate with the Nevada Department of Transportation, local contractors, Nevada National Guard, U.S. Army Corps of Engineers for additional assistance.
- k. Periodically update mutual aid agreements and emergency call lists to include local contractors or private resources

Road Department Head
Lincoln County

Public Works Department
City of Caliente

School District

Lincoln County Schools are inherently capable in handling large groups with facilities to meet the basic needs of people – shelter (gymnasiums), food (kitchen), sanitation (bathrooms and showers), and limited communication capabilities. Some disasters will necessitate the use of designated schools. Requests for short or long term use of school facilities must be directed to the Superintendent or designated representative in his/her absence. The School District may provide services to include, but not limited to:

1. Preparation

- a. Conduct and log all emergency operations training such as the Incident Command System and standard operating procedures associated with emergency operations.
- b. Inspect and maintain equipment and utilities to ensure functionality when called upon.

2. Response

- a. Coordinate with the Red Cross for shelter operations.
- b. Establish staging areas to receive stores such as food, water, bedding, towels, etc.
- c. Establish ad hoc medical clinics to treat and/or care for injured persons.
- d. Coordinate use of buses to receive refugees / displaced persons during evacuation operations, if necessary.
- e. Coordinate with the Incident Command (IC) to use staff in assisting with shelter operations (consider personnel rotations and shifts).
- f. Following an earthquake, coordinate with the IC to request an inspection of the building, utilities, and other safety systems such as fire extinguishing systems.

School District Superintendent
Lincoln County

Red Cross

The Red Cross has statutory responsibilities in responding to disasters. Title 36, Section 3001 (36 U.S.C 3001) is the Congressional Charter of the American National Red Cross (ANRC). The purposes of the organization are:

1. To provide volunteer aid in time of war to the sick and wounded of the armed forces, in accordance with the spirit and conditions of:
 - a. the conference of Geneva of October, 1863;
 - b. the treaties of the Red Cross, or the treaties of Geneva, of August 22, 1864, July 27, 1929, and August 12, 1949, to which the United States of America has given its adhesion; and
 - c. any other treaty, convention, or protocol similar in purpose to which the United States of America has given or may give its adhesion;
2. In carrying out the purposes, to perform all the duties devolved on a national society by each nation that has acceded to any of those treaties, conventions, or protocols;
3. To act in matters of voluntary relief and in accordance with the military authorities as a medium of communication between the people of the United States and the armed forces of the United States and to act in those matters between similar national societies of governments of other countries through the International Committee of the Red Cross and the Government, the people, and the armed forces of the United States;
4. To carry out a system of national and international relief in time of peace, and apply that system in mitigating the suffering caused by pestilence, famine, fire, floods, and other great national calamities, and to devise and carry out measures for preventing those calamities; and
5. To conduct other activities consistent with the foregoing purposes.

For Lincoln County, the Red Cross can provide and finance assistance to meet human needs in natural disasters. This assistance includes, but is not limited to:

1. Response
 - a. Establish emergency lodging (shelter) for disaster victims.
 - b. Provide food, clothing, and temporary housing.
 - c. Provide welfare services.
 - d. Provide blood and blood derivatives to hospitals and clinics.
 - e. Provide medical and nursing care at Red Cross shelters.
 - f. Provide occupational supplies and equipment.

The ANRC office serving Lincoln County is located in Las Vegas at 1-702-791-3311.

Section 2

Section 2 provides for the execution in **emergency response**.
Appendix 1 and 2 are important documents to lead into each one of the annexes.

Follow Appendix 1 and walk through the immediate actions. The immediate action steps are self-explanatory.

*THE
EMERGENCY MANAGER'S
CHECKLIST*

Lincoln County, Nevada

*An Emergency Procedures
Guide for Local Coordinators*

1. Receive notice/record information.
2. Start an INCIDENT LOG?
3. More emergency management staff?
4. Contact elected official/PIO?
5. Need to shelter people?
6. Notify the State EM Mgt Office?
7. Could a school be affected?
8. Could a hospital be affected?
9. Need to notify the media?
10. Issue DISASTER DECLARATION?
11. Should the EOC be activated?
12. Need Amateur Radio Operators?
13. Complete #1-13, turn to HAZARD.

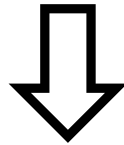
THE EMERGENCY MANAGER'S CHECKLIST



INSTRUCTIONS:

1. Begin the checklist with item #1 and complete through item #14.
2. Then turn to the specific **HAZARD SECTION (Section 2)** describing the type of incident you are involved with to review resources and agencies that may be required.
3. Use:
 - **Unit Log Sheet (Form 214A/B in Section 4, Annex 12 at the back of book);**
 - **Master Resource List (Section 3, Annex 10, Tabs A and B);**
 - **And, Emergency Declaration Form (Appendix 2 after this checklist), as required.**

GO ON TO THE NEXT PAGE



1 RECEIVE NOTICE OF INCIDENT. TRY TO RECORD THE FOLLOWING INFORMATION:

- A. Type of incident _____
- B. Number of dead/injured _____
- C. Type/extent of damage _____
- D. Evacuation/sheltering needed _____
- E. Possibility of escalation _____
- F. Incident Commander's name _____
- G. Command Post location _____

GO TO
2



2 DO YOU NEED TO START AN INCIDENT LOG?

NO

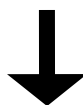
Go To
3



YES

Start
INCIDENT
LOG

Go To
3



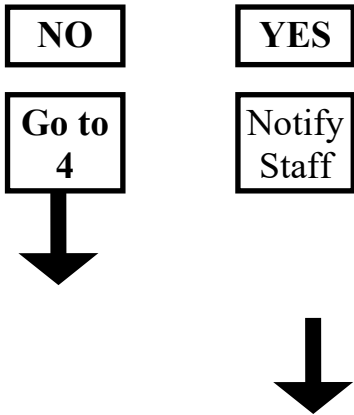
Begin an **INCIDENT LOG** if you take any actions, including notifications.

Try to keep an accurate time schedule of actions you take, and events as they occur.

Blank **INCIDENT LOG** sheets should be kept with this document.

INCIDENT LOG sheets are also in the Emergency Plan binder under "ICS FORM 214" Unit Log - Annex 12.

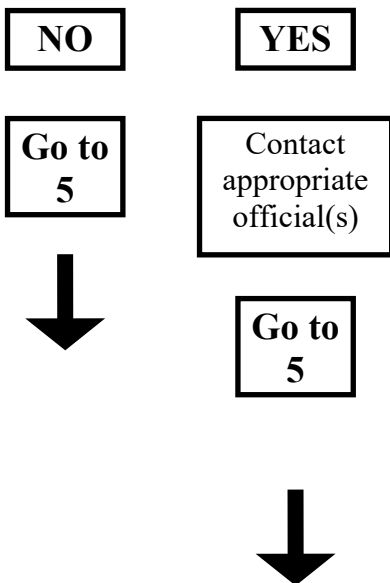
3 DO YOU NEED ADDITIONAL EMERGENCY MANAGEMENT STAFF?



For large events you may need to call in additional staff, if available.

Name	Phone
Lincoln County Emergency Manager, Eric Holt	H: (775) 728-4252 W: (775) 962-2376 Fax: (775) 728-4257
Lincoln Co. Sheriff, Derek Foremaster	W: (775) 962-8080 Cell: (702) 376-2697
Janine Woodworth, County Commission, Chair	Court House: 962-5810 Cell: 962-2105

4 DO YOU NEED TO CONTACT AN ELECTED OFFICIAL/EXECUTIVE OFFICER/PIO?



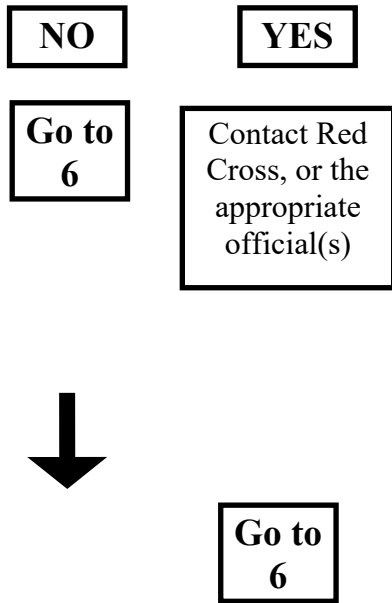
Consider the following information when deciding whether or not to contact the chief elected official/chief executive officer of the jurisdiction:

- A. Type of incident
- B. Number of dead/injured
- C. Type/extent of damage
- D. Evacuation/sheltering needed
- E. Political ramifications (schools, terrorists, site)
- F. Possibility of escalation

Phone numbers for elected officials and Public Information Officers (PIO) are listed below:

Name	Phone
Janine Woodworth, County Commission, Chair	CH: 962-5810 Cell: 962-2105 H: 775-725-3708
Diane Path, County Commission	C:702-539-0926
Mike Reese, County Commission	C:702-400-6501
Keith Pearson, County Commission	C: 962-8077
Lisa Poulsen, County Commission	C: 702-277-5003
Louise Buettner LC Health Officer	H: 775-962-1131
Denice Brown, County Manager	Off:962-8000
District Attorney, Dylan Frehner	CH: 962-8073

5 DO YOU NEED TO EVACUATE/SHELTER PEOPLE?



If evacuation is implemented, you may need to open a shelter to receive evacuees. You may also need busses to move evacuees. Coordinate efforts with the Incident Commander and/or his designated Operations Section Chief.

Refer to Section 3, Annex 10, Tab C for detailed shelter information and guidance

Contact the American Red Cross, or other appropriate agencies to arrange for a shelter(s) to be opened. Contact the appropriate bus service, if needed.

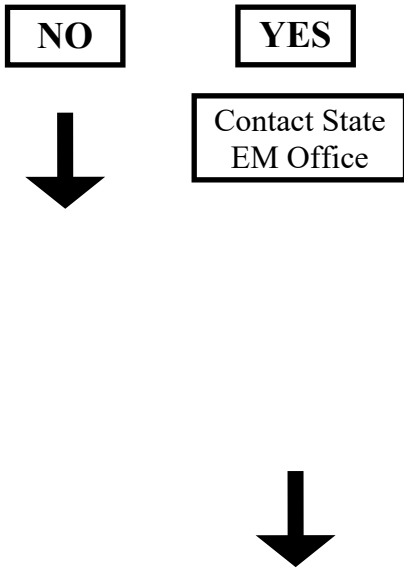
Phone numbers for the Red Cross, bus, and other necessary officials are listed below:

Name	Phone
American Red Cross, LV Michael Smauldon, Executive Director Utah/Nevada	O: (801) 214-5698
<u>American Red Cross</u> Bradley Stienberg DPM Matt Stevens RDO	(801) 750-4412 (702) 214-6544
Pam Teel, Superintendent, Lincoln County School Dist	W: (775) 728-8000

Note: Disaster housing program (**if a Federal Disaster is declared**):

- **Transient accommodations** (hotels) up to 2 weeks, (may wave for more). Grant
- \$ 5K quick **Home Repair Assistance** (fix house to get you back in). FEMA Grant, (don't have to repay)
- **Temporary housing assistance:** Rent money if your house is uninhabitable. Base rate for the area. Grant.
- **Mortgage and rental assistance.** You must be in foreclosure by the bank because you lost your sources of income as a direct result of the incident, and you can not pay otherwise.

6 DO YOU NEED TO NOTIFY THE STATE EMERGENCY MANAGEMENT OFFICE?

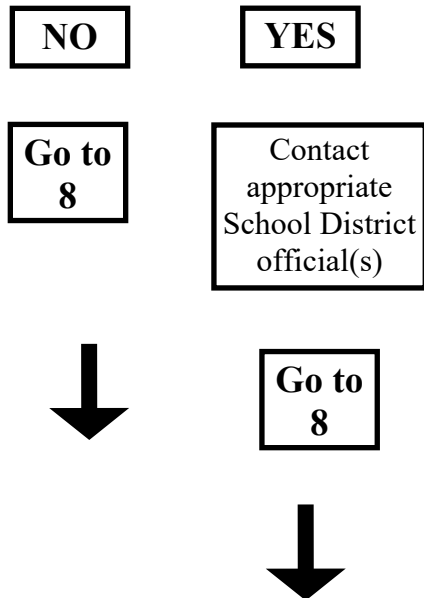


Ensure the **State Emergency Management (NDEM) Office** when State or Federal aid, or the National Guard is needed:

Name	Phone
State of Nevada, Division of Emergency Management	Emergencies during day: (775) 687-0300 After hours: (775) 687-0400
Go to 7	

The **Nevada Division of Emergency Management (DEM) Office** can request and provide state and federal resources beyond Lincoln County's available capabilities. **Requests for additional resources must be coordinated with the Incident Commander or Unified Command to ensure his / her organization is prepared to use them.**

7 **COULD A SCHOOL BE AFFECTED?**

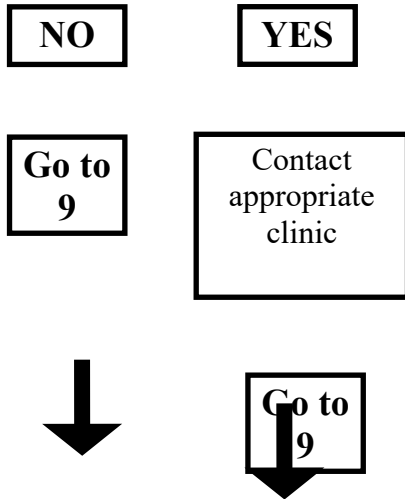


Notify the Lincoln County School District if a school could be affected, or is needed as a shelter. Phone numbers are listed below:

School District Numbers

Name	Phone
Lincoln County School District	W: (775) 728-8000
Pam Teel, Superintendent, Lincoln County School District	W: (775) 728-8000

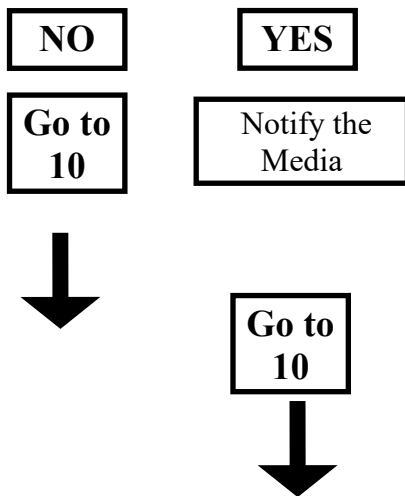
8 COULD A HOSPITAL BE AFFECTED?



Confirm that clinic(s) have been notified when there is an actual, or potential, mass casualty incident (5 or more deaths, or injuries requiring urgent care or hospitalization). Phone numbers are listed below:

Name	Phone
Grover C. Dils Medical Center Missie Rowe, Administrator	(775) 726-3171 C: (775) 726-3478
Lincoln County Caliente Clinic – Dr. Katschke Alamo Clinic –	(775) 726-3121 (775) 725-3364
Lincoln County Health Nurse Jessica Pearson	(702)-232-3345
Ambulance Service Emergency Coordinator – Eric Holt	911 / (775) 962-8080 C: (775) 962-2376
EMS / Ambulance Service Alamo – Ryan Rhodes Caliente – George Rowe Panaca – Stephanie Thornock Pioche – Heather Boyce	H: (775) 725-3434 H: (775) 962-1312 H: (775) 728-4281 H: (435) 669-0923

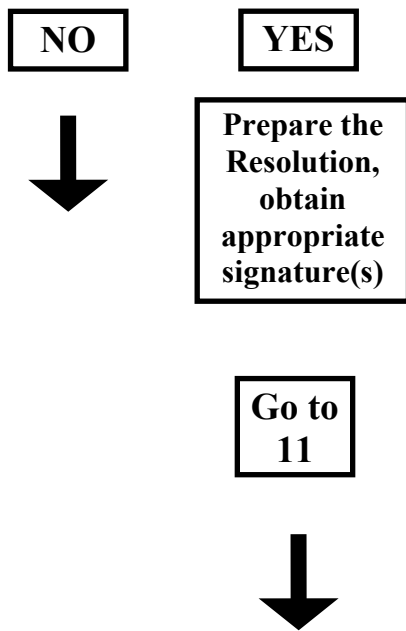
9 DO YOU NEED TO NOTIFY THE MEDIA?



Notify the media (**through a Public Information Officer if possible**) when the event is large in size, has political ramifications, or you need to communicate with the public (to give emergency instructions, etc.) Phone numbers are listed below:

Name	Phone
Lincoln County Record	(775) 725-3232 Fax: (775) 726-3331
Television	KVBC (Chan 3) (702) 642-3333 KVVU (Chan 5) (702) 435-5555 KLAS (Chan 8) (702) 792-8888 KLVX (Chan 10) (702) 799-1010 KTNV (Chan 13) (702) 368-2255
Radio AM	KXNT (840 AM) (702) 364-8400 (N LV) KDWN (720 AM) (702) 385-7212 (LV) KDXU (890 AM) (435) 673-3579 (St G)
Radio FM)

10 SHOULD A DISASTER DECLARATION BE ISSUED?

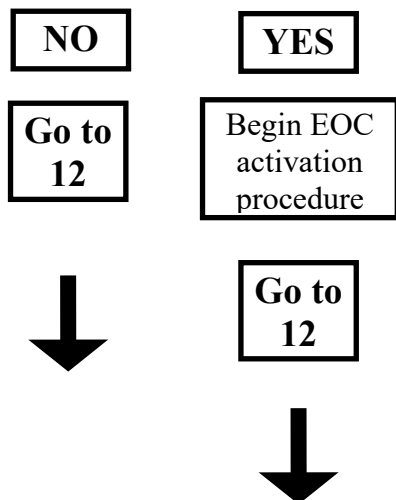


Coordinate with the Lincoln County Commission Chair that they issue a DISASTER DECLARATION if the event is large, has significant political ramifications, or the public is being asked to evacuate or shelter.

Blank STATE OF EMERGENCY and DISASTER DECLARATION forms should be kept with this document.

See Appendix 2. Ensure blank copies are available in the Emergency Operations Plan. Do NOT use the original (MASTER) in the Emergency Operations Plan

11 SHOULD THE EMERGENCY OPERATIONS CENTER BE ACTIVATED?



The **Emergency Operations Center (EOC)** should be activated when the event is large, or multiple political jurisdictions are involved (a Multi-Agency Coordination group is needed).

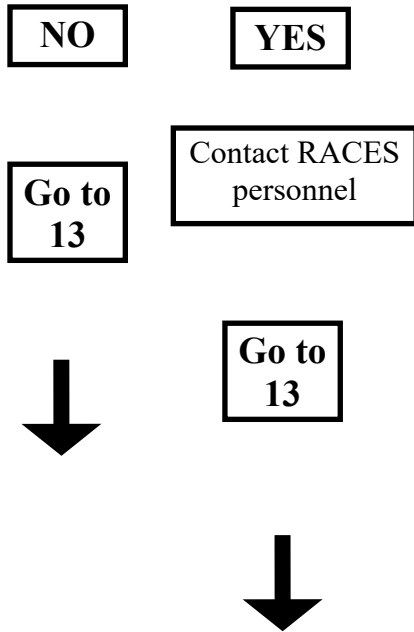
EOC activation should be approved by jurisdiction Chief Elected Official as soon as possible.

An EOC activation procedure should be kept with this document.

The disaster On Scene Commander can make the recommendation to activate the EOC. Additionally, contact the County Emergency Management Director. See his number and that of the elected officials in Steps 3 and 4 above.



DO YOU NEED AMATEUR RADIO OPERATORS?



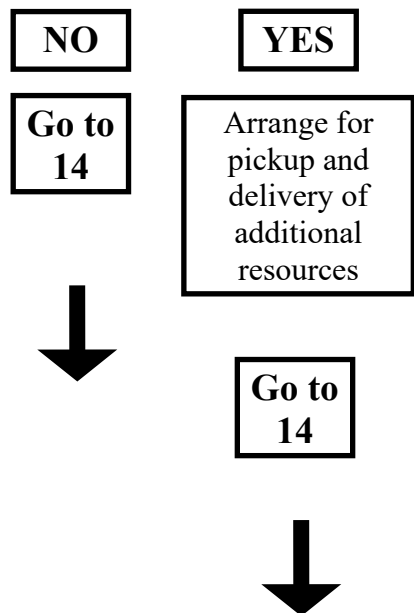
Amateur radio personnel may be used to communicate between certain locations such as the event site and the hospitals, shelters, and the Emergency Operations Center.

An Amateur Radio Operator network is not established at this time. This block is used as a placeholder for future use.

Name	Phone
RACES (Radio Amateur Civil Emergency Services) Officer	Lee Hone 775-962-1528 Chuck Reifsnyder 775-962-1384



DO YOU NEED ADDITIONAL RESOURCES STORED ELSEWHERE?



Additional resources may include any emergency management owned resources stored at alternate locations.

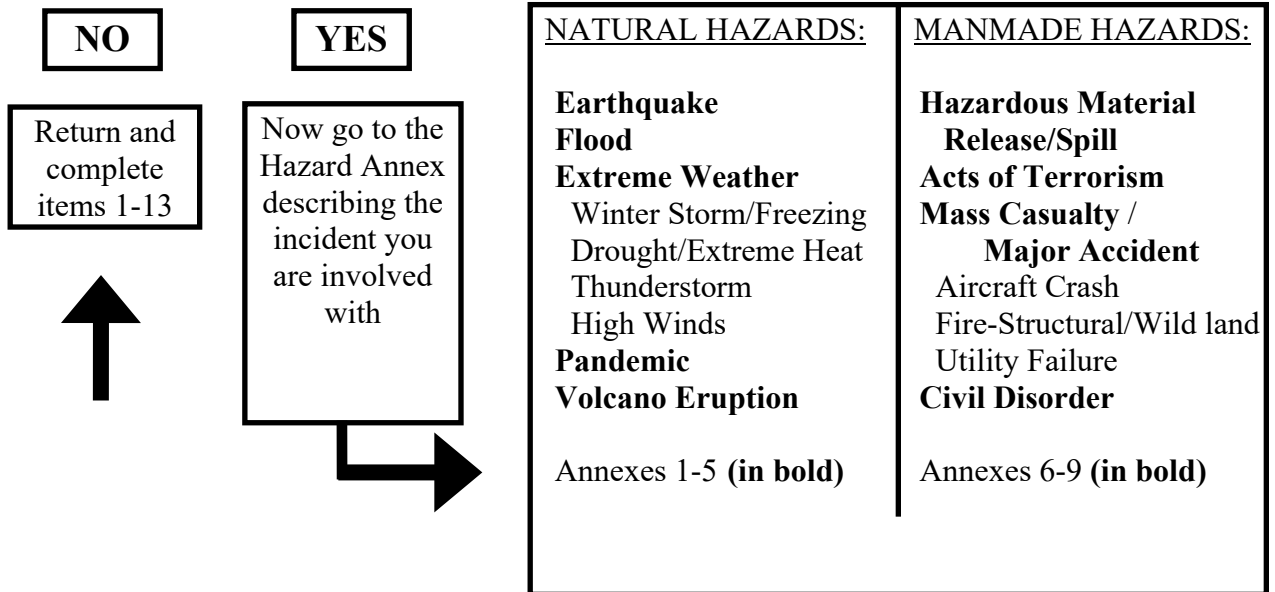
This may include sandbags, cots, blankets, floodlights, public address system, communications equipment, etc.

A list of resources, locations and access procedures should be kept with this document.

See the County Emergency Supply list and the County resources list. The supplies are located in the trailers. Contact Lincoln Dispatch for key location.



HAVE YOU COMPLETED ITEMS 1-13, AS REQUIRED?



Lincoln County

Declaration of Emergency

RESOLUTION OF THE LINCOLN COUNTY BOARD OF COMMISSIONERS DECLARING
A STATE OF DISASTER AT _____ DUE TO _____

WHEREAS, this _____ poses a serious threat to health and safety as well as property of the residents of Lincoln County, Nevada; and,

WHEREAS, Lincoln County is a political subdivision of the State of Nevada; and,

WHEREAS, The Board of County Commissioners finds that emergency conditions prevail and threats to health, life, safety, and welfare of persons and property due to

are occurring within Lincoln County.

NOW, THEREFORE, BE IT RESOLVED that the Lincoln County does hereby resolve that, under the provision of the Nevada Revised Statutes Chapter 414, a state of emergency does exist due to conditions of peril arising from

within Lincoln County.

PASSED, ADOPTED AND APPROVED THIS _____ DAY OF _____, 20__

CHAIRMAN, LINCOLN COUNTY, BOARD OF COMMISSIONERS

By: _____

Title

ATTEST: _____

_____, County Clerk

Appendix 2

Natural Disaster – Earthquake

Situation

Lincoln County is located in a region with infrequent earthquake activity. However, mountains are inherently a result of geologic activity from tectonic plate shifts in the earth's crust. Movements in the local mountain ranges continue to occur given the number of mountain ranges in Nevada. The movement in the area has been light in the recent past, but over time, large, dramatic shifts can occur. The most recent quake occurred in Lincoln County just before 11 pm on Sunday, August 5, 2007. The 4.1 quake was centered 10 miles south of Pioche and 15 miles northeast of Caliente.

Most of the damage will likely affect older buildings and structures. The ground movement threatens the integrity of older buildings and large, rigid structures. These buildings and structures are likely to be at greater risk since they have not been touched by technological advances in architecture and construction.

Building integrity will not be the only concern. With a large earthquake, critical infrastructure may be significantly damaged such as electrical grids, water supply, sewage systems, pipelines or tanks (containing combustible fuels such as propane, fuel oil or gasoline), and roadways. Emergency crews (such as fire, police, and medical) and the 911 dispatch personnel may quickly be overwhelmed by emergency calls. Telephone lines may be inoperative in some areas. Cellular phones can be a source of contact from victims, but the cellular system can be easily saturated and potentially unusable. Cellular phone use may be impacted by downed electrical lines serving the cellular tower or repeater stations. Another condition to consider is the integrity of the Echo Canyon and Eagle Valley dams. Depending on the magnitude and proximity of the quake to the dams, integrity inspections may be contemplated.

Assumptions

In order to facilitate preparedness, response planning, and situation mitigation, some assumptions must be created to fill gaps in planning. For planning purposes, these assumptions are stated as fact.

1. Significant property damage will not occur for an earthquake with a magnitude of 3.5 or below.
2. Requested assistance from surrounding counties, state, or federal agencies will not be available within 4 hours with the exception of emergency medical transportation.
3. Medical supplies will likely deplete within 24 hours. Food may deplete within 48 hours.
4. Schools will be used as shelters following integrity inspections and deemed structurally sound. Schools have large areas to shelter and handle large groups of people for prolonged periods. Habitability is easier given the available cafeterias, communication networks, restroom facilities, and showers. Some classrooms can accommodate an interim clinic for medical staffs.

5. Main roadway thoroughfares will be minimally damaged allowing medical and rescue teams to respond on emergency calls.

6. The selected EOC will be fully functional within 15-20 minutes after the event pending the electrical power and communications.

Concept of Operations

The epicenter location and magnitude of the quake will determine complexity of emergency actions. The initial goal is to account for all residents and determine locations where rescues must be performed to quickly extract people from structures that may have collapsed. Rescues may be competing for emergency personnel who may be extinguishing fires or deterring looters. Fires may be minimal if utility services such as electricity, propane and fuel systems are quickly secured until physical inspections can be conducted on the various systems to ensure integrity.

A sizable quake will damage many homes; hence, expect several families to be displaced and require shelter as well as other basic needs. The integrity of most structures will be questionable. A systematic approach to inspect potential shelters (for displaced families) locations must be considered. Inclement weather, such as sub-zero temperatures, may be the greatest concern in quickly sheltering refugees.

As emergency crews conduct rescues, provide medical aid, extinguish fires and maintain civil order, restoring critical infrastructure must become a priority ensuring residents to remain safely at home. Some roadways may be blocked preventing passage by emergency vehicles. However, sparse development may allow vehicles to pass through yards or fields to maneuver around the debris. Additional unnecessary traffic will significantly disrupt emergency efforts.

When directed by the IC/UC, a survey team can be mustered to assess the affected areas and determine priorities in executing mitigation tasks. The survey team *may* consist of representatives from Emergency Management, Public Works (for water and sewage), Medical, Assessor's Office, and utilities companies, specifically telephone, gas and electric.

Once emergency functions begin to wane, several assessments of the damage must be conducted to determine the level of aid for the restoration of the county community. Receiving immediate funding for repairs will generate a positive attitude in rebuilding the community.

Priority emergency response objectives are as follows, unless the situation demands otherwise:

1. Rescue survivors and treat injuries
2. Extinguish possible fires and maintain civil order
3. Maintain utility services, but continue systems inspections to ensure integrity
4. Prioritize needed buildings by inspecting the integrity and soundness of the structures
5. Shelter, treat and feed displaced residents
6. Restore critical infrastructure and clear roadways / transportation routes
7. Assess all public damages

Notification Procedure

A sizable earthquake will be obvious to most county residents. EOC activation may likely be on an “on call” basis. The Lincoln County 911 Dispatcher may be overwhelmed with phone calls and will be unable to establish contact with EOC designated staff. The Lincoln County Emergency Management Director must activate a phone tree through the dispatcher or through the Retired Senior Volunteer Program (RSVP) to quickly gather staff to support the EOC as necessary until the Enhanced 911 system is installed. The phone tree may assist in accounting for and determining the condition/status of County residents. This effort will require extensive coordination, and perhaps, some backup electrical equipment.

EOC Response

Initially, the EOC will be task saturated quickly once it is established and manned. The location must be in a location where access is available to functioning utilities such as electricity and communications. The need for EOC personnel to respond rapidly is critical in an organized and highly coordinated effort. The importance of a trained EOC team is that the team will arrive at the Center prepared to handle the crisis. Refer to the Basic Plan in preparing the EOC for the given crisis.

Tab A contains checklists to the IC and EOC to expedite response actions. Tab B offers an evacuation process with a few procedures. Tab C provides building inspection guidance and placards to mark buildings appropriately.

Recovery

Once each resident has been accounted for, is treated for injuries, and returns to their structurally sound home or is placed into a temporary shelter, the process in returning the community into a normal state must begin quickly. The situation may deteriorate into civil disorder if the community senses an unresponsive effort in recovering from the incident.

Critical infrastructure must be quickly repaired. Priorities must be identified into the specific systems that require the most attention. Weather may be factored into those decisions. Critical infrastructure includes roadways to transport equipment and personnel around the affected area as well as utilities to meet the weather conditions.

Buildings and structures must be inspected to ensure soundness and integrity. Structure inspections should include homes. Displaced persons will prefer to return home quickly.

All efforts should be to publicly address the community and ensure residents understand the progress in the community’s recovery. This information will inspire confidence when the stated recovery objectives are visibly being accomplished.

Command / EOC

Actions

These actions may include, but are NOT limited to:

- Coordinate the IC structure, as necessary, and organize EOC and functional areas
- Review *emergency response objectives and assign priorities* based on the overall situation
- Inspect EOC facility to ensure structural soundness
- Create an Incident Log for significant events
- Create a task log to track and monitor actions being performed
- Actively request status reports on rescue efforts and injuries
- Develop and broadcast a public announcement / notification with the designated Public Information Officer
 - > Advise residents of the situation
 - > Request residents to avoid using the roadways unless a life-threatening injury will endanger survivors
 - > Notify the residents of periodic status reports to keep them informed and calm
 - > When designated and operational, publicly notify residents of the nearest shelter location via radio, if available. **(Use Annex 1 Tab B for an evacuation)**
- Assess the extent of damage to critical infrastructure
 - > Check water supply and sewage systems
 - > Assess electrical systems
 - > Report unusable roads
 - > If breaks in propane gas lines or at petroleum stations, secure supply sources immediately to avoid potential fires
- Request a team of engineers from neighboring counties, if available, to examine the structural soundness of the at-risk medical facilities / clinics since those facilities will be critical in treating injuries **(Use Annex 1, Tab C for building inspection procedures)** > Conduct building inspections on the schools for use as shelter locations by displaced residents
 - > Inspect infrastructure facilities for potential use as backup shelter locations
- Contact all utility companies with pipelines, advise them of the earthquake and request verification of any traceable breaks in those pipelines
- Inspect hazardous material storage lockers to ensure security
- Review Communications Plan to verify nets, frequencies and protocols
- Complete / use ICS reporting forms and plans
- Notify Nevada State Division of Emergency Management of the situation
- Draft Emergency Declarations, as directed or needed

- Notify pertinent Federal and other State agencies

Section 2 – Annex 1, Tab A

Command Staff

Public Information Officer

- Draft public notification plan and public release statements and submit them to the IC/EOC
- Designate media area
- Develop plan for daily press / media briefs
- Develop plan for information dissemination at each shelter location
- Coordinate with the designated Public Information Officer at the affected town to ensure continuity between County Commissioners, Caliente Mayor, or designated town official

Safety Officer

- Observe rescue operations to avoid extraordinary and unnecessary risk taking
- Evaluate each shelter site to ensure adequate habitability with available resources, if able.

Operations

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Coordinate rescue efforts, determine manpower availability and *establish a rotation of personnel for a sustainable rescue response*
Consider the following groups for rescue support
 - > Off-duty Sheriff’s deputies – regular and reserve staff
 - > Off-duty Fire Department personnel
 - > Lincoln County Search and Rescue (SAR)
 - > Lincoln County School District Transportation personnel
 - > Consider submitting requests for the Civil Air Patrol, National Guard, Nellis Air Force Base and NAS Fallon to provide additional emergency support through Nevada State Division of Emergency Management
 - > Volunteer support may be available, but ensure the volunteers understand that some actions require formal training and they may not be authorized to perform those functions or activities
 - > Consider requesting / using dogs to find survivors in and around damaged buildings or debris
- Contact Public Works Directors to organize building inspection teams > Develop a priority list of structures for available and qualified inspection teams
- Contact the Public Works and Road Departments to coordinate debris clearance allowing emergency vehicles passage through blocked roadways
 - > Develop a priority list where debris must be removed > Coordinate with the Planning and Logistics Sections to ensure debris clearance, staging areas and road access to those areas are clear
- Report status of fires, if any, to the Command section
- Request additional emergency medical services, as required, from the State or neighboring counties
- Advise on-duty Sheriff’s deputies to be observant of potential looting or any civil disturbances
- Complete / use ICS reporting forms and plans

Planning

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items and *establish a rotation of personnel for a sustainable rescue response*
- Collect damage assessments and determine level of assistance
 - 3/4 Consider requesting National Guard for security, if civil disturbance increases
 - 3/4 Submit recommendations for courses of action to the Command Section
- Develop plan for debris removal and critical infrastructure restoration and coordinate with the Operations Section
- Review special population list, phone tree reports and determine whether assistance is required
- Develop plan to integrate and stage local area county, State, and Federal agencies as well as non-governmental organizations such as the Red Cross
- Contact local hospital / clinics to inventory available antibiotics and pain medication for broken bones, burns, and/or severe injuries
- Designate/assign volunteer personnel (such as pastors, counselors, mental health professionals, etc.) into Crisis Intervention Stress Management teams and send them to each shelter site to ease the psychological stress of the event
- Coordinate with the Public Information Officer to designate a media area
- Designate an area, create list of volunteer support and assign volunteers where needed
 - 3/4 Consider expertise and transportation of volunteers to assigned groups
- Complete / use ICS reporting forms and plans

When the initial crisis has stabilized:

- Develop a recovery plan to prioritize actions and restore county facilities and services
- Liaison with State and Federal agencies for short and long term recovery options

Logistics

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items and *establish a rotation of personnel for a sustainable rescue response*
- Determine / project Equipment / Supplies and forward lists to Finance/Admin Section for possible contracting equipment, stores, and/or services
- Order and obtain heat or cold resources, and fuel supplies during winter
- Implement measures to restore critical infrastructure
- Coordinate meals and water for rescue personnel to be delivered on-site
- Arrange for portable toilets for on-site use by rescue personnel
- Designate a location for rescue personnel to rest
- Establish the shelter sites for displaced families / refugees when building inspections are complete and considered safe (review Annex 1, Tab C)
 - > Develop a standardized set of in-processing procedures to account for each refugee at each location. Submit daily reports to Finance/Administration Section
 - > Develop plan for food distribution and replenishment at each location
 - > Ensure fresh water tanks are readily available at each shelter site, if water distribution systems are NOT operational, and determine a replenishment cycle
Note: Consider testing the water if the supply and/or tank has arrived from an unknown source
 - > Develop plan for limited medical and veterinary support at each shelter site
 - > Develop plan for communication at each shelter site
 Coordinate with the IC to determine if RACES operator and equipment are deployable to each shelter site
 - > Develop plan for sheltering (i.e., beds, linens, towels, sanitation requirements) at each shelter site
 - > Establish staging areas shelter supplies and coordinate with the Red Cross
 - > Form Crisis Intervention Stress Management teams to comfort displaced families at each shelter
- Periodically check on pharmaceutical stocks at medical facilities to ensure adequate supplies are maintained
- Designate a mortuary affairs area, if deceased casualties are expected >
 - Procure / obtain refrigeration units from Finance/Administration Section
 - > Ensure accurate accounting and location of deceased persons
 - > Determine next of kin (NOK)
- Complete / use ICS reporting forms and plans

Finance/Administration

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items and *establish a rotation of personnel for a sustainable rescue response*
- Notify businesses of required equipment / supplies, if available locally, and contract for equipment, stores, and/or services
- Procure food, supplies, and equipment
- Coordinate with Planning Section and maintain an updated list of volunteers and their organizational assignment
- Establish various accounting reports for all goods, services and labor costs (include volunteer support)
- Maintain and update a central list of:
 - 3/4 Displaced families and residents for each shelter location
 - 3/4 Deceased persons accounted for at the mortuary affairs
 - 3/4 Volunteers, location and current assignment
- Prepare for integration of state and federal funding assistance
- Complete / use ICS reporting forms and plans

Evacuation Planning

After a major earthquake, before a flood, or during a large scale incident such as a wild land fire that requires an evacuation of affected residents, a procedure must be available to coordinate the large movement of people into safe areas. This safe movement must be methodical and offer protection from the incident. Evacuations are conducted when lives are in imminent danger within a potentially hazardous area. Movement of those populations in danger is a preventative or reactive measure and will be typically conducted as a last resort due to the tremendous logistic effort and will draw significant manpower resources to execute a successful event.

Purpose

The purpose of this Tab is to assist Lincoln County officials in alerting residents, notifying support functions, and initiating actions for the safe movement of large number of residents.

Preparation

Preparing for a large scale evacuation must consider who is to be evacuated, where evacuees to will be placed, how accountability will be determined for the evacuees, and when they will begin evacuating.

1. Who will be evacuated?

The incident will determine the affected area, its residents and the critical need for the evacuation in moving residents to safety. Expect evacuees to resist movements due to a greater fear in leaving than in the danger, attachment to companion animals, or inability to protect personal property. The safety of the residents is the goal.

2. Where will evacuees be located?

Depending on the incident, the size of the area and number of evacuees, Lincoln County schools will be the best option given the space and habitability. However, a large scale movement may require coordination with surrounding counties to evenly distribute residents and minimize the impact in neighboring counties. The largest challenge is to account for each evacuee at every location.

3. How will each evacuee be accounted for?

Assembly areas will collect evacuees. Support staff can list each evacuee, assign a location, and place the evacuee on a designated vehicle for transfer to the shelter. Support staff must receive the list of arriving evacuees and ensure receipt of each evacuee. Once evacuees are settled at the shelter, status must be reported to the Logistic or Administration Sections daily. The largest challenge in accountability is the voluntary evacuee who departs Lincoln County without notifying local officials.

4. When will the evacuation commence and terminate?

A time phased sequence in assembling evacuees and transporting them can be easily accomplished if continuous communications are maintained between the assembly area and each shelter. Returning residents will be similarly challenging. The key in executing a successful evacuation operation is to establish expectations by providing guidance to the evacuees and evacuators.

Execution

Once the decision is made by the County Commission to evacuate residents from certain areas, alerting those residents as quickly as possible is imperative for a smooth operation. The Emergency Operations Center (EOC) should be activated prior to execution. The EOC must:

- Ensure transportation assets and fuel, if necessary, are ordered for those evacuees without transportation;
- Coordinate manpower resources and submit requests for additional manpower resources from neighboring counties, as necessary;
- Monitor the incident progression providing for potential changes into the evacuation operation;
- Coordinate with State and Federal agencies as well as volunteer organizations, as necessary, for resources or specific requirements;
- Identify special populations who may require additional assistance and assign support;
- Ensure shelter facilities are prepared to accept evacuees;
- Monitor the flow of evacuees; and
- Track individuals from assembly areas, if necessary, to designated shelters.

Note: Tracking evacuees must include those residents who self-evacuate to other locations beyond the County. Staff must obtain contact information for recall purposes.

Alert / Notification

Lincoln County intends to initially notify those residents in broadcasting messages through their public address system from the Sheriff’s vehicles and follow up with a door-to-door inventory of residents, or activate the Retired Senior Volunteer Program (RSVP) phone tree. The message to residents should contain pertinent elements of Annex 11 (Communications) in directing residents to tune into, as an example, KDWN (720 AM radio) or KLAS (Channel 8 television) for details. The RSVP phone tree members should have some training or familiarization of Annex 11 messages. Those details in the broadcast should include, but not limited to:

- Current and anticipated emergency situation
- Rationale for the evacuation based on the anticipated situation
- Time to commence evacuation
- Location of the assembly area or shelter facility
- Evacuation routes from those areas (to minimize congestion at potential road intersections or choke points)

- f* Carry the minimum number of items, but necessary items such as limited clothing, prescriptions, and special hygiene products (i.e., diapers, toothbrush, etc.)
- f* Provide guidance in handling pets

Special Populations

Special populations in Lincoln County must be identified since they are most likely to require special assistance in the event of a natural disaster, hazardous materials release or other emergency incident. Organizations must have sufficient notification if sensitive populations must move from care facilities. This notification must be directive in nature. Direction must include the reason for the movement; the location of the specific shelter the population is to be moved to; and expected duration of the move. Lincoln County may request transportation assets through the school district. School, Medical Center and other care facilities are strongly encouraged to develop movement plans since child/patient accountability and integrity must be maintained by each facility or school. The medical facility will also possess the knowledge for the specialized care necessary to accommodate the individual in their care. **Hearing and sight impaired populations must be identified in advance for possible evacuation, if required.**

The City of New Orleans revealed many coordination and process gaps during Hurricane Katrina in 2005. Most special care facilities did not possess the resources to transfer those people or coordinated services to execute such a transfer. Many hospitals and senior adult living facilities expected the City / County to assist in evacuating and moving those populations to a shelter. Fortunately, in Lincoln County, a smaller population will reduce the demands of transportation and shelter facilities. **However, an uncoordinated and inefficient evacuation will place a large demand on personnel resources in assisting with the movements.**

The County must coordinate and control any evacuation efforts to avoid exceeding the capacity or the capability of a specific shelter. Some shelters may not be accessible or structurally sound (if following an earthquake) given the size and scale of the incident. Shelters should be determined on a case-by-case basis.

Assembly Areas

Assembly areas can be used to gather evacuees and provide transportation to the shelter. The assembly area should accommodate a large number of vehicles to minimize vehicle congestion in and around the shelter. The assembly area should also be a safe area from the incident itself. The assembly area, if necessary, should include, but not limited to:

- f* Establishing a check-in point to obtain name, address, next of kin contact information, and special needs determination. Once checked in, refugees should offer information on:
 - The assigned shelter location;
 - Expected services and meal schedule at the shelter location; and
 - Special instructions as the situation warrants
- f* Ensuring security to direct vehicles and convey a controlled atmosphere during the process (security personnel should rotate, but maintain a continual presence to minimize damage or theft threat)
- f* Establishing limited medical support to handle potential health issues

When the incident has been mitigated and unaffected residents are able to return to their homes, they must check out through the assembly area to maintain accountability of all persons.

Shelters

Each shelter must establish procedures for the orderly flow of people into and throughout the facility. Each site must represent a safe, secure living environment on a temporary basis. Each shelter should include, but not limited to:

- Habitability inspection prior to designation ensuring utilities are fully functional
- Direct voice communication capability with the EOC
- 24-hour visible security, medical, and administrative support
- Meal schedules
- Hourly/daily refuse pick up inside the facility
- Periodic reports (hourly, every 4 hours, daily) on the status of the situation
- Radio broadcasts, as feasible
- Telephone capability to allow communication between the evacuees and other concerned family members
- Periodic visits from doctors, crisis counselors and/or spiritual representatives to evaluate the physical and emotional condition of the evacuees

Communication

The EOC should obtain reports from the IC on the incident mitigation progress and report those changes to the shelters. Affected areas must be known to avoid releasing residents into an area where the home has been severely damaged or totally destroyed. The list of evacuees with contact information should be informed as soon as possible. Information should be obtained in directing affected residents to disaster recovery resources.

Recovery

Once the incident has been sufficiently mitigated, County Commissioners can authorize residents in returning to their homes. Undamaged dwellings or buildings must be determined through an inspection to ensure habitability and integrity of each structure. This inspection should include utilities to visibly determine functionality such as no downed power or telephone lines and broken water, gas or sewer systems.

If the area is suitable for families to return, evacuees from the inspected area can be released from the shelter, transferred to the assembly area, if used, and checked out of the process. The IC/EOC may wish to broadcast a message for residents who left the immediate area into neighboring counties. The message should offer a telephone number for residents to contact a team providing procedures in the process of returning to the area.

Structures affected by the quake may require a long-term habitability plan. This habitability plan may need to include those families who evacuated the County. Support to these evacuees (now refugees) must continue until each individual has returned home in a safe, habitable dwelling.

Building Occupancy Resumption

After a major earthquake involving damage to Lincoln County buildings, structures must be inspected and reoccupied. Recovering from earthquakes may be a lengthy process depending on the magnitude of the quake. Critical infrastructure and businesses must resume operations as soon as it is safely possible. Safety is paramount. Establishing priorities for structures with a given number of building/structure inspectors will best assure public safety and steps toward recovery.

A process of emergency building inspection, including pre-certification of building owners' engineers or architects, is outlined below. To assist emergency management and assure public safety, a pre-programmed approach and associated response shall follow a general format and procedures in accordance with Lincoln County building codes.

Purpose

The purpose of a pre-certified emergency inspection process is to allow a quick and thorough evaluation of possible damage to a structure by qualified persons familiar with the structural design and life-safety systems of the building. This emergency inspection process facilitates rapid decisions regarding the closure or re-occupancy of structures. Prearranged emergency inspection process may reduce inspection delays, as County inspectors can be typically dispatched first to areas of greatest damage or public hazard.

Preparation

Building owners or their authorized representatives, in close coordination with the Lincoln County Public Works Department, may request participation to assist in this process at any time except during the aftermath of an earthquake resulting in a declared state of emergency. Lincoln County officials must request inspectors from neighboring counties who are qualified in building inspection processes and requirements. The cost of obtaining building inspectors from neighboring counties may be higher than maintaining a minimum capability locally. The cost/benefit decision to establish and maintain a local capability will be determined by the Lincoln County Commission.

Lincoln County buildings and structures will be prioritized to streamline the inspection process. Those priorities will be determined by its contribution and value to public safety. The number of available inspectors and teams will be coordinated and assigned accordingly by Lincoln County officials. Inspectors must be identified early from neighboring counties and qualifications are verified. Inspector requirements are listed below.

Emergency Inspector Requirements

If Lincoln County Commission approves establishing and maintaining an emergency inspection team capability, budgeting for the cost of training emergency inspectors may be necessary through the Public Works Department. A minimum of two inspectors shall be assigned to each inspection team in conducting building inspections.

Approved emergency inspectors will be deputized by the County to authorize them to perform inspections and post buildings which are on the pre-certified list with official placards. The extent of responsibility, training proficiency, and liability will be governed by the Public Works Department.

A. Minimum Qualifications and Requirements

1. Structural Inspectors

- a. Current Nevada license as a professional civil or structural engineer or architect
- b. Relevant experience in the structural design and/or inspection of similar buildings
- c. Proficiency in ATC-20 Rapid or Detailed Evaluation Procedures plus additional and/or refresher training as necessary for readiness

2. Elevator Inspectors

- a. Employment by a firm engaged in elevator maintenance and installation as their primary business.
- b. Familiarity with the building elevator installation

3. Life-safety System Inspectors (if they exist in certain buildings)

- a. Familiarity with building life-safety systems

B. Required Documents, Equipment and Supplies

1. Copy of building Emergency Inspection Program including evacuation plan and other pertinent information
2. Structural, architectural, and/or life-safety system drawings; or (if building is so old that structural drawings do not exist or are not clear enough to allow a good understanding of the actual structural system) As-built drawings or a clear description of the structural system and any known weaknesses and unique features
3. Personal safety equipment including hardhat, protective clothing, respirator, etc.
4. Inspection equipment including flashlights, measuring devices, ladders, and other applicable items
5. ATC-20 Rapid or Detailed Evaluation forms (Figures 2-1 and 2-2) for reporting inspection findings to IC
6. Caution tape and barricades
7. Walkie-talkies or other emergency communication equipment for large buildings, if applicable
8. Sufficient green, yellow, and red official County safety assessment placards to provide one of each color for each entrance to the building - *to be supplied by County upon approval*

Emergency Inspection Process

The process may include the following information. Please use the fill-in-the-blank format for Figures 2-1 and 2-2. The form can be copied from the disk located in this plan.

A. List of primary and alternate emergency inspectors with addresses and phone numbers, and email addresses for engineers and architects:

1. Licensed engineers/architects retained for structural inspection
2. Staff building engineers
3. Elevator firm, if elevator inspection required
4. Life-safety system inspectors, if required

B. Emergency response requirements and information including:

1. Trigger for activation of emergency response (e.g. declaration of emergency)
2. Access procedures and/or keys for entrance to the site and all building areas
3. Location of equipment and supplies
4. Location of Emergency Inspection Plan and on-site drawings

C. Emergency inspection plan includes:

1. Inspection guidelines consistent with ATC-20 *Procedures for Post-earthquake Safety Evaluation of Buildings* including Detailed Evaluation Procedure.

Notes: Recommended methodology for welded steel joint inspection is FEMA 352.

2. Detailed instructions regarding where to look, what to look for, and how to obtain access to inspection areas.
3. Detailed instructions regarding how to inspect specific structural and non-structural elements and how to interpret observed damage.
4. Detailed instructions regarding additional inspection procedures to be performed following aftershocks.

D. List of required documents, equipment and supplies and their location

Implementation

- A. Upon notification of an earthquake resulting in a declared state of emergency, initiate emergency inspection process within 8 hours of daylight access to specified buildings.
- B. Contact the IC immediately if building or area (including sidewalk, street, or parking area) presents a public safety hazard or if emergency demolition or shoring permit is needed.
- C. Arrange for barricading of all unsafe areas. Contact the IC or Caliente Public Works Dept at 775-726-3612 immediately if areas barricaded include any street or otherwise adversely affect County services, or if barricades provided by the building owner are insufficient.

- D. Complete detailed evaluation as soon as reasonably possible.
- E. Post building (green, yellow, or red) at the main entry of the building or at all entrances of multi-entrance buildings.
- F. Take preventive measures regarding gas leaks, release of hazardous materials, or other life-safety mitigation.
- G. At owner's request with inspector's concurrence, non-structural hazards may be mitigated without a building permit.
- H. Submit ATC-20 Detailed Evaluation reports (Figures 2-1 and 2-2) signed and dated by pre-qualified engineer(s)/architect to the lead Public Works Director within 72 hours of the declared state of emergency. If reports are not received by that time, County inspectors or deputized volunteer inspectors must review inspection list to ensure critical structures/infrastructure had been inspected.

Inspection

Inspector ID: _____ Inspection date and time: _____ AM PM
Affiliation: _____ Areas inspected: Exterior only Exterior and interior

Building Description

Building name: _____

Address: _____

Building contact/phone: _____

Number of stories above ground: _____ below ground: _____

Approx. "Footprint area" (square feet): _____

Number of residential units: _____

Number of residential units not habitable: _____

Type of Construction

- | | |
|-------------------------------------------|-----------------------------------------------|
| <input type="checkbox"/> Wood frame | <input type="checkbox"/> Concrete shear wall |
| <input type="checkbox"/> Steel frame | <input type="checkbox"/> Unreinforced masonry |
| <input type="checkbox"/> Tilt-up concrete | <input type="checkbox"/> Reinforced masonry |
| <input type="checkbox"/> Concrete frame | <input type="checkbox"/> Other: _____ |

Primary Occupancy

- | | | |
|---------------------------------------------|---------------------------------------|-------------------------------------|
| <input type="checkbox"/> Dwelling | <input type="checkbox"/> Commercial | <input type="checkbox"/> Government |
| <input type="checkbox"/> Other residential | <input type="checkbox"/> Offices | <input type="checkbox"/> Historic |
| <input type="checkbox"/> Public assembly | <input type="checkbox"/> Industrial | <input type="checkbox"/> School |
| <input type="checkbox"/> Emergency services | <input type="checkbox"/> Other: _____ | |

Evaluation

Investigate the building for the conditions below and check the appropriate column.

Observed Conditions:

Minor/None Moderate

Severe

Estimated Building Damage (excluding contents)

None

Collapse, partial collapse, or building off foundation

0 1%

Building or story leaning

1 10%

Racking damage to walls, other structural damage

10

Chimney, parapet, or other falling hazard

30%

Ground slope movement or cracking

30

Other (specify) _____

60%

Comments: _____

Posting

Choose a posting based on the evaluation and team judgment. *Severe* conditions endangering the overall building are grounds for an Unsafe posting. Localized *Severe* and overall *Moderate* conditions may allow a Restricted Use posting. Post INSPECTED placard at main entrance. Post RESTRICTED USE and UNSAFE placards at all entrances.

INSPECTED (Green placard) **RESTRICTED USE** (Yellow placard) **UNSAFE** (Red placard)

Record any use and entry restrictions exactly as written on placard: _____

Further Actions Check the boxes below only if further actions are needed.

Barricades needed in the following areas: _____

Detailed Evaluation recommended: Structural Geotechnical Other: _____

Other recommendations: _____

Comments: _____

Figure 2-1

ATC-20 Detailed Evaluation Safety Assessment Form

Continue on page 2

Inspection

Inspector ID: _____

Affiliation: _____

Inspection date and time: _____ AM PM

Final Posting
from page 2

- Inspected
- Restricted Use
- Unsafe

Building Description

Building name: _____

Address: _____

Building contact/phone: _____

Number of stories above ground: _____ below ground: _____

Approx. "Footprint area" (square feet): _____

Number of residential units: _____

Number of residential units not habitable: _____

Type of Construction

- Wood frame
- Steel frame
- Tilt-up concrete
- Concrete frame
- Concrete shear wall
- Unreinforced masonry
- Reinforced masonry
- Other: _____

Primary Occupancy

- Dwelling
- Other residential
- Public assembly
- Emergency services
- Commercial
- Offices
- Industrial
- Other: _____
- Government
- Historic
- School

Evaluation

Investigate the building for the conditions below and check the appropriate column. There is room on the second page for a sketch.

	Minor/None	Moderate	Severe	Comments
Overall hazards:				
Collapse or partial collapse	<input type="checkbox"/>	EI	111	_____
Building or story leaning	<input type="checkbox"/>	EI	111	_____
Other _____	<input type="checkbox"/>	EI	111	_____
Structural hazards:				
Foundations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Roofs, floors (vertical loads)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Columns, pilasters, corbels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Diaphragms, horizontal bracing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Walls, vertical bracing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Precast connections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Nonstructural hazards:				
Parapets, ornamentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Cladding, glazing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Ceilings, light fixtures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Interior walls, partitions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Elevators	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Stairs, exits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Electric, gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Geotechnical hazards:				
Slope failure, debris	<input type="checkbox"/>	EI	111	_____
Ground movement, fissures	<input type="checkbox"/>	EI	111	_____
Other _____	<input type="checkbox"/>	EI	111	_____

General Comments: _____

Figure 2-2

Building name: _____ Inspector ID: _____

Sketch (optional)D

Provide a sketch of the building or damaged portions. Indicate damage points.

Estimated Building

DamagedD

If requested by the jurisdiction, estimate building damage (repair cost replacement cost, excluding contents).

- None
- 0-1%
- 1-10%
- 10-30%
- 30-60%
- 60-100%
- 100%

Posting

If there is an existing posting from a previous evaluation, check the appropriate box.

Previous posting: INSPECTED RESTRICTED USE UNSAFE Inspector ID: _____ Date: _____

If necessary, revise the posting based on the new evaluation and team judgment. *Severe* conditions endangering the overall building are grounds for an Unsafe posting. Local *Severe* and overall *Moderate* conditions may allow a Restricted Use posting. Indicate the current posting below and at the top of page one.

INSPECTED (Green placard) **RESTRICTED USE** (Yellow placard) **UNSAFE** (Red placard)

Record any use and entry restrictions exactly as written on placard: _____

Further Actions Check the boxes below only if further actions are needed.

Barricades needed in the following areas: _____

Engineering Evaluation recommended: Structural Geotechnical Other: _____

Other recommendations: _____

Comments: _____

INSPECTED

LAWFUL OCCUPANCY PERMITTED

This structure has been inspected (as indicated below) and no apparent structural hazard has been found.

Date _____

Time _____

Inspected Exterior Only

Inspected Exterior and Interior

Report any unsafe condition to local authorities; reinspection may be required.

Inspector Comments:

Facility Name and Address:

This facility was inspected under emergency conditions for:

(Jurisdiction)

Inspector ID / Agency

**Do Not Remove, Alter, or Cover this Placard
until Authorized by Governing Authority** Figure 2-3

RESTRICTED USE

Caution: This structure has been inspected and found to be damaged as described below:

Entry, occupancy, and lawful use are restricted as indicated below:

Facility Name and Address:

Date _____

Time _____

(Caution: Aftershocks since inspection may increase damage and risk.)

This facility was inspected under emergency conditions for:

(Jurisdiction)

Inspector ID / Agency

**Do Not Remove, Alter, or Cover this Placard
until Authorized by Governing Authority**

UNSAFE

DO NOT ENTER OR OCCUPY (THIS PLACARD IS NOT A DEMOLITION ORDER)

This structure has been inspected, found to be seriously damaged and is unsafe to occupy, as described below:

Do not enter, except as specifically authorized in writing by jurisdiction. Entry may result in death or injury.

Facility Name and Address:

Date _____

Time _____

This facility was inspected under emergency conditions for:

(Jurisdiction)

Inspector ID / Agency

**Do Not Remove, Alter, or Cover this Placard
until Authorized by Governing Authority** Figure 2-5

Natural Disaster – Flood

Situation

The potential for flooding may occur when projected water volume upstream or snow pack accumulation exceeds local area storage capacity and use. An accelerated Spring thaw creates rapid, large volumes of water to flow that may exceed the capacity of existing reservoirs and tributaries. In some cases, torrential thunderstorms may push water at a rate beyond ground absorption. Mountains will channel large quantities of water over considerable area creating dangerous flash flood conditions and can be a hazard to travelers since roads typically parallel mountain ranges.

The speed of water movement may pose the greatest danger to people and property. This fast-moving water may create a hazardous condition for residents living along the washes in low lying areas where water may flow. Rising water will likely create the most property damage. Slow ground absorption may create significant health issues over time from standing water depending on where those low lying areas are located.

The greatest flood danger areas may be accelerated thaw with heavy precipitation beyond the capacities of the Meadow Valley and Pahrnagat Washes passing by Panaca and Caliente, and Alamo, respectively. The volume of water may exceed the draining capacity of those washes. Highway 93 and the railroad (Meadow Valley Wash) are at risk. Also, the Meadow Valley Wash can expect to accumulate water in the Spring Valley and Echo Canyon reservoirs. The concern will be quickly exceeding the capacities of those reservoirs. Flow rates will likely increase to reduce reservoir capacity. Echo Canyon reservoir must be monitored to avoid a breach and potentially threaten Panaca. The Nevada Division of State Parks holds EOPs for Echo Canyon and Eagle Valley facilities. The U. S. Army Corps of Engineers holds EOPs for Mathews and Pine Canyon facilities.

Assumptions

General

In order to facilitate preparedness, response planning, and situation mitigation, some assumptions must be created to fill gaps in planning. For planning purposes, these assumptions are stated as fact.

1. Weather forecasts will provide sufficient warnings for potential rapid water accumulation and flooding conditions based on weather patterns and predictive precipitation models within Lincoln County.

2. Highway 93 may be impacted in low lying areas in the vicinity of Caliente. (Highway 93 is significantly higher in altitude until adjacent to Panaca.) Since Highway 93 is a north/south thoroughfare and becomes blocked, traffic will be detoured through Highway 318 to avoid an accumulation of traffic and congest the Panaca and Pioche areas.

3. The Upper Pahranaagat Reservoir is not expected to accumulate water and rise at a level that may cause damage in Alamo. Any damage in Alamo will be from excessive, fast moving water through the Pahranaagat Wash.

4. Extensive, large flood danger is limited beyond Panaca, Caliente and Alamo since populations are not concentrated and sparse within the County.

5. Flash flood areas are identified by Lincoln County based on historical data and signs have been posted to warn potential travelers of the dangers.

Concept of Operations

To allow emergency response teams time to take appropriate emergency action to save lives, eliminate or reduce injuries, minimize the damage to property, and critical infrastructure as well as the environment. Flood conditions can be anticipated in maintaining an awareness of snow levels in the mountains and forecasted weather systems. Status update reports are essential in coordinating efforts, prioritizing tasks, organizing personnel and equipment.

Anticipating flood conditions offers some time to prepare and mobilize response personnel. Also, alerting county residents and businesses is necessary in preparing and storing supplies. Those preparations and personnel mobilization may rely primarily on Roads and Public Works Departments to create water diversions or channel water to spread water and avoid property damage.

Weather bulletins must be broadcasted to alert travelers where flash floods may occur.

Notification Procedure

Lincoln County Sheriff's Office will monitor weather reports as well as the Road and Public Works Department. Sheriff's Office may contact key county leaders, but the Lincoln County Emergency Management Director must be included when reports are received. The Emergency Management Director may forward recommendations in declaring various alert conditions to the County Commission. Those recommendations may establish the criteria to declare a Flood Alert Condition and/or activate the EOC. If criteria are met, the Emergency Management Director will act upon the direction deemed by the County Commission. Given the public sensitivity to potential emergencies, the County Commissioners will determine changes in the Alert Condition and the need for an evacuation. If a Flood Alert Condition is established and the EOC is activated, the Emergency Management Director will be responsible for the operation of the EOC.

Depending on the urgency, severity or the rapidly changing weather condition, the Retired Senior Volunteer Program may be activated to notify County residents at risk. The large number of farmer and ranchers in the County are less likely to receive public announcements since their livelihood predominantly outdoors.

Evacuation Routes and Shelters

The intent in following the evacuation routes as prescribed is to expedite the flow of traffic to evacuation sites, if required, as well as providing an even distribution of refugees at each shelter. In a situation where the Meadow Valley Wash may overwhelm the reservoirs and tributaries, the following Evacuation Routes may be considered.

1. For Eagle Valley residents, homes located below the Echo Canyon Reservoir should use Eagle Valley Road to higher ground via Highway 93 or Pioche.
2. Panaca residents should also move toward higher ground to Pioche or Ely to the north via Highway 93, if either reservoir is projected to breach.
3. Caliente residents consider an evacuation to the west along Highway 93 south. The canyon will channel water as Meadow Valley Wash proceeds through the city. Without a computer model to calculate the worst case scenario (both reservoirs breach at full capacity), the level or amount of water rising and sweeping through Caliente are unknown quantities. The railroad will likely be impacted along the Wash and through Caliente.

Routes from Alamo or along the Pahranaagat Wash are more limited. Evacuating downstream (south) may be considered if the water is NOT predicted to rise quickly. An upstream evacuation may be preferred depending on the situation.

For all other areas subject to rising water or flash floods, advise residents to maintain active watch on existing conditions and listen to weather bulletins for updated information as directed through available broadcast resources. The RSVP system may be activated to advise those residents immediately.

As mentioned in previous paragraphs, the situation will dictate decisions in evacuation routes and shelter locations. Annex 1, Tab B provides guidance for an evacuation. The use of schools for shelters must be requested through the Lincoln County School District Superintendent.

Post-Flood Activities

The primary mission will be in preventing waterborne disease and removing debris and restoring infrastructure, if impacted. Rising and/or rushing waters are likely to damage structures in affected low lying areas. Building inspections may be required for structural soundness and health risks such as sewage exposure or potential mold.

The Command and Planning Sections must maintain a status of health conditions and determine priorities in restoring infrastructure and ensuring access to transportation routes. Priorities must be established in inspecting structures especially households. The safe return of evacuees to their homes will reduce the anxiety of residents as well as reducing the demand for food and shelter at the shelters.

Flood Alert Condition 1

Criteria: Rising water expected within 24 to 48 hours from projected upstream flows from large snowpack or greater than normal precipitation and exceeds normal river flow quantities.

Actions

These preparatory actions may include, but are NOT limited to:

Emergency Management Director

- Identify and assign the Emergency Operations Center (EOC) personnel, establish EOC personnel rotation and turnover procedure when assuming 24 hours operations and ensure assigned personnel complete personal preparations
- Organize staff in accordance with NIMS to meet potential forecasted weather
- Notify RACES personnel, if services may be required (consult and recommend to the IC the advantages/disadvantages in pre-positioning communications network)

EOC / Command (when activated/established)

- Create an Incident Log for significant events
- Create a task log to task and monitor actions being performed
- Review the Flood Plan and remaining Flood Alert Conditions
- Review Communications Plan to verify and test nets, frequencies and protocols
- Determine areas with the greatest risk of flooding (forward reports to Planning)
- Continue to receive water flow status reports (forward reports to Planning)
- Notify / coordinate objectives/status with pertinent State and Federal agencies, as necessary
- Direct review of Flood Alert Condition 2 checklists

Public Information Officer

- Coordinate with the IC/EOC to determine the location for the Joint Information Center (JIC), if necessary
- Draft public notification plan and public release statements and submit them to the EOC/IC
- Develop plan for daily press / media briefs
- Develop plan for information dissemination at each shelter
- Coordinate with City of Caliente Public Information Officer, to ensure continuity between County Commissioners and Mayor

Safety Officer

- Review and evaluate all Evacuation, shelter site and damage control plans

Operations Section

- Create a task log to track action items
- Review Evacuation Plan (from Planning Section), if required, and determine manpower availability to conduct a mandatory evacuation of potential flood areas
Consider the following groups for evacuation support
 - > Off-duty Sheriff's deputies – regular and reserve staff
 - > Off-duty Fire Department personnel
 - > Lincoln County Search and Rescue (SAR)
 - > Lincoln County School District Transportation Personnel
 - > Consider submitting requests to the Civil Air Patrol, National Guard, Nellis Air Force Base and/or Naval Air Station Fallon to supplement emergency, search and (technical) rescue support
- Develop a Security Plan at each shelter
 - > Consider number of posts and manning for each post
 - > Personnel rotation

Planning Section

- Create a task log to track action items
- Review evacuation routes and shelter status
- Anticipate flood prone locations based on low lying areas and weather predictions
- Develop an Evacuation Plan and prioritize evacuation areas based on those predictions
- Develop a Damage Control/Protection Plan for flood prone areas and critical infrastructure protection, as required
- Locate sandbags, identify material and manpower to block or channel water
- Review Special Population list (See Annex 6, Tab F) and determine whether assistance is required
- Notify available rescue assets for possible use
- Contact local hospital / clinics to inventory available antibiotics for waterborne diseases
- Establish contact and coordinate with City of Caliente, if established
- Designate an area, create list of volunteer support and assign volunteers where needed
Note: Consider the expertise and transportation of volunteers to assigned groups

Logistics Section

- Create a task log to track action items
- Determine and project Equipment / Supplies, then forward list to Finance/Admin Section for possible contracting equipment, stores, and/or services
- Establish the shelter for refugees and staging areas
 - > Develop a standardized set of in-processing procedures to account for each evacuated refugee at each shelter
 - > Develop plan for food distribution at each shelter

3/4 Develop plan for limited medical and veterinary support (consider available corral facility or kennel type complex) at each shelter

3/4 Develop plan for communication at each shelter

Note: Determine if RACES operators are able to deploy at each shelter

3/4 Develop plan for sheltering at each shelter

Finance/Administration Section

- Create a task log to track action items
- Notify businesses of impending need for specific equipment / supplies
- Coordinate with Planning Section and maintain an updated list of volunteers and their organizational assignment

Flood Alert Condition 2

Criteria: Rising water expected within 12 to 24 hours from projected upstream flows from large snowpack or greater than normal precipitation and exceeds normal flow rate.

Actions

These actions may include, but are NOT limited to:

*****Completion of all Flood Alert Condition 1 Action items*****

EOC / Command

- Monitor water flow rates and forecasted weather
- Ensure Evacuation Plan is complete and shelters are identified
- Consult the Lincoln County School District to determine possible school closure
- Establish contact with communications with the shelter, if deployed
- Establish secondary EOC location for possible movement, if primary EOC is at risk
- Provide periodic status reports to pertinent State and Federal agencies, especially if travel advisories are necessary for air, highway and rail systems
- Direct review of Flood Alert Condition 3 checklists
- Consider activating the Retired Senior Volunteer Program (RSVP) phone tree

Public Information Officer

- Provide daily update reports for press / media
- Ensure process to disseminate information at each shelter is complete
- Coordinate with County Commissioners and local leaders in the affected area as well as conducting local radio broadcasts to provide periodic status reports and advisories to county residents
- Advise business and industry to consider closing operations, commence individual flood preparedness plans, and consider evacuation with the rest of the community

Safety Officer

- Evaluate each shelter to ensure adequate habitability with available resources, if able.

Operations Section

- Coordinate with Command and Planning Sections to finalize, and if necessary, implement the Evacuation Plan. (Refer to Annex 1, Tab B) Evacuation areas should be assigned and prioritized.
Note: Special populations will require more time and factored into the priorities

- Assign personnel and brief the evacuation teams regarding the areas, priorities and time table
- Review / implement Damage Control/Protection Plan for flood prone areas and critical infrastructure protection
- Patrol local businesses, as necessary, to prevent potential for looting
- Direct the transfer of assigned Security teams to each respective shelter as requested by the Logistics Section

Planning Section

- Finalize Damage Control/Protection Plan for flood prone areas and critical infrastructure protection. Forward plan to Operations Section for execution
- Continue to update flood prone areas based on predictions. Rising water rates may require consideration in activating the Public Works Department for critical infrastructure protection by filling/placing some sand bags
- Coordinate with the Operations Section if adjustments are required for Evacuation Plan and prioritize evacuation areas based on updated predictions
- List potential water borne diseases and obtain vaccination and pharmaceutical products. Identify shortfalls and forward to Finance / Admin Section for procurement, as required
- Determine needed medical vaccination stocks, equally distribute available vaccinations (per capita) for shelters
- Ensure special population evacuation has been identified/considered and forward to the Operations Section. Ensure the needs of the special populations are known and prepared for (i.e., medical conditions, special equipment, dietary, pharmaceuticals,

Logistics Section

- Coordinate with non-governmental agencies such as the Red Cross to prepare for possible mobilization
- Receive food, bedding and medical supplies, once the evacuation has commenced
 - 3/4 Coordinate the transfer of Security personnel and ensure the teams are in place when supplies arrive
 - 3/4 Account for food distributions and inventories daily. Forward daily report to Finance / Admin
 - 3/4 List location of each refugee and at each assigned shelter

Finance/Administration Section

- Procure equipment / supplies, as necessary. **Do not forget infant, specialty and various hygiene products.**
- Assign medical representative to liaison with the Nevada State Health Division regarding procurement of unavailable medical stocks

Flood Alert Condition 3

Criteria: High probability of rising water expected within 0 to 12 hours from projected upstream flows from large snowpack or greater than normal precipitation and exceeds normal river capacity and water quantity.

Actions

These actions may include, but are NOT limited to:

*****Completion of all Flood Alert Condition 2 Action items*****

EOC / Command

- Ensure shelters are prepared to accept refugees
- Direct execution of Evacuation Plan and track progress, as required
- Notify shelters when Evacuation Plan is proceeding per time table
- Continue to receive water flow status reports and obtain periodic actual observations
- Provide periodic status reports to pertinent State and Federal agencies
- Direct review of Flood Alert Condition 4 checklists
- Ensure RSVP phone tree has been completed and residents in the affected area have been notified of flood condition and any special instructions

Public Information Officer

- Continue to provide updated status reports for press / media
- Continue to provide and disseminate information at each shelter
- Continue to coordinate with County Commissioners and local area leaders as well as conducting local radio broadcasts to provide periodic status reports to county residents

Safety Officer

- Provide safety oversight for Damage Control/Protection crews

Operations Section

- When directed, execute approved Evacuation Plan with assigned and prioritized areas
- Track evacuation progress and report problems / issues
- Continue to execute Damage Control/Protection Plan for flood prone areas and critical infrastructure protection
- Maintain patrol among local businesses, as necessary, to prevent potential for looting
- Ensure Security detail for each shelter is located at their assigned post
- Conduct an operational check on all communication nets

- Prepare integration of all air, ground and water borne rescue assets
- Schedule an airborne spotter to track water movement through Lincoln County

Planning Section

- Continue to update flood prone areas based on weather forecasts and predictive models
- Adjust Evacuation / Damage Control Plan and prioritize evacuation/damage control areas based on updated predictions
- Designate/assign volunteer personnel (such as pastors, counselors, mental health professionals, etc.) to Crisis Intervention Stress Management teams for each shelter to ease the psychological stress of the event
- Distribute and transfer available vaccinations and pharmaceuticals (per capita) to shelters
- Ensure special populations are being evacuated, or that the evacuation has been completed
- Determine level of State and/or Federal assistance may be necessary
3/4 If State/Federal is necessary, develop integration and staging plan for incoming State and Federal agencies

Logistics Section

- Prepare to accept / process refugees and operate each shelters
- Determine separate location (from shelters) for mortuary affairs
- Ensure fresh water tanks are located at each shelters and plan for replenishment measures, if the tanks are necessary
Note: Ensure all water is tested prior to delivery
- Ensure electrical generators are in place, large stocks of batteries are on hand, communication nets are operating, and hand held radios are fully charged
- Identify fuel resources capable in distributing gasoline and/or diesel fuel for generators or heavy equipment for infrastructure protection and post-flood debris clearance
- Establish sanitation measures such as portable toilets and dumpsters for each shelter, as required
- Receive food, bedding, and medical supplies
3/4 Ensure security personnel are available and posted when supplies and refugees arrive
3/4 Account for food distributions and inventories daily. Forward daily report to Finance / Admin
3/4 List location of each refugee at each assigned shelter

Finance/Administration Section

- Order medical stock shortages such as vaccines and specialized pharmaceuticals for immediate shipment
- Order body bags and refrigeration units for mortuary affairs, if necessary
- Maintain an updated list of refugees located at each shelter.

Flood Alert Condition 4

Criteria: Meadow Valley and/or Pahranaag Washes have exceeded their capacities and rise above the river bank, or a similar dangerous effect from the rising water.

Actions

These actions may include, but are NOT limited to:

*****Completion of all Flood Alert Condition 3 Action items*****

EOC / Command

- Notify EOC, Sections, and shelter
- Ensure Evacuation teams are notified
- Notify State and Federal agencies
- Prepare Emergency Declaration (See Appendix 2), if necessary

Public Information Officer

- Continue to provide updated status reports for press / media
- Continue to provide and disseminate information at each shelter
- Continue to coordinate with County Commissioners and local leaders in the affected area as well as conducting local radio broadcasts to provide periodic status reports to county residents

Safety Officer

- Monitor recall of various teams
- Observe rescue operations to avoid extraordinary and unnecessary risk taking
- Observe established shelters

Operations Section

- Notify/recall evacuation and damage control teams, if evacuation / infrastructure protection tasks are complete
- Attempt to task an airborne spotter to monitor water level/movement, **weather permitting**, especially if any of the reservoirs are at risk in breaching
- Periodically account for each security patrol vehicle
- Broadcast periodic situation reports on all communication nets to all mobile units and shelters
- Conduct air, ground and water borne rescue operations, as feasible and weather permitting.

The volume of water and flow rates will create a life threatening and hazardous environment. Extreme caution must be advised to avoid extraordinary and unnecessary risks to rescue personnel.

Planning Section

- Continue to monitor flood prone areas based on actual observations without subjecting personnel to extraordinary risks
- Adjust evacuation / damage control plan and re-prioritize evacuation/damage control areas based on updated predictions in coordination with the Operations Section
- Develop post-flood plan to include waste management, health and environment planners since sewage systems may be overrun or damaged.
- Distribute and transfer available vaccinations (per capita) to shelters
- Ensure the special population evacuation is or has been completed
- Anticipate national media attention. Plan for the arrival of national media and coordinate with the Public Information Officer and the JIC
- Determine level of State and/or Federal assistance may be necessary
3/4 If State/Federal is necessary, develop integration and staging plan for incoming State and Federal agencies
- Anticipate/plan for the arrival of State and Federal resources, if requested by the County Commissioners

Logistics Section

- Continue to accept / process refugees at each shelter
Note: Rate of refugee arrival will increase. Lines may develop. Have the Crisis Intervention Stress Management teams observe the refugees.
- Monitor the water tanks at each shelter and replenish, as necessary
- Monitor food and medical stocks at each shelter
- Maintain sanitary conditions at each shelter. Provide for periodic refuse collection and sanitation pumping for portable toilets, if used.
- Activate mortuary affairs, if necessary

Finance/Administration Section

- Collect various logs and expenditures from all sections for historical record keeping
- Order additional food, medical, etc. stocks through from surrounding communities with access
- Maintain an updated list of refugees located at each shelter

Natural Disaster – Extreme Weather

Situation

A few types of weather patterns can be destructive. In Nevada, the combination of the high mountains and desert-like valleys can create instability in the air to produce some destructive weather. Some seasonal climatic changes can produce extreme temperatures that may be problematic for local residents. Some extreme weather conditions may impact critical infrastructure and damage private property disrupting the local economy and possibly displacing residents from their homes. Damage to critical infrastructure can lead to power outages, water / sewer system, and gas/ fuel system breaks due to system demands and/or mechanical fatigue. For the purposes of this annex, extreme weather will be defined as excessive temperatures (heat and cold) and thunderstorms (hail and/or high winds). Hurricanes, typhoons, and tornados are highly unlikely in Nevada and will not be considered. Critical infrastructure damage / outages will be addressed in this annex.

Extreme temperatures for a sustained period of time may have a destructive impact to critical infrastructure and negative influence on the economic well-being of Lincoln County. In extreme temperatures, exposure will have the greatest impact to residents and visitors. Even machines will have difficulty operating in extreme hot and cold temperatures. High temperatures combined with little precipitation can create drought conditions. Since droughts are not *immediate* conditions and response measures are more long term, droughts will not be specifically addressed.

As for severe thunderstorms and/or high winds, damage to property can be expected. The extent of damage will be exponential to the amount of time the storm continues to produce destructive forces. The property damage from those destructive forces can negatively impact individuals, county services and local businesses. Lightning that accompanies thunderstorms can create wildland fires. However, Annex 8 addresses wildland fires and will not be covered in this annex.

Assumptions

In order to facilitate preparedness, response planning, and situation mitigation, some assumptions must be created to fill gaps in planning. For planning purposes, these assumptions are stated as fact.

1. Most severe weather will be forecasted by the National Weather Service. Warnings will be issued to local communities.
2. High winds of 60 miles per hour or more will produce a destructive force to significantly damage property. That property damage may likely include critical infrastructure.
3. Temperatures of greater than 100 degrees Fahrenheit and lower than zero degrees Fahrenheit may place a tremendous burden on utility services and/or damage infrastructure supporting each utility.

4. Requested assistance from surrounding counties, state, or federal agencies will not be available within 8 – 10 hours and may not be readily available due to designated resources being assigned to more critical areas in larger populated areas and affected by the conditions.

5. Designated shelters (Annex 1) will be used for displaced families in structurally unsound (i.e., weight of snow accumulations or sustained wind damage) or inhabitable buildings/dwellings (no heat or air conditioning). Habitability at shelters is more effective given the availability of cafeterias, communication networks, restroom facilities, and showers. Some rooms can accommodate an interim clinic for medical staffs as necessary.

Note: Prior to a decision in evacuating residents, review Annex 1, Tab B.

6. Various ailments may be exacerbated by extreme temperatures and place a greater demand on medical staffs.

7. Local businesses possess Business Continuity Plans to facilitate disaster recovery individually. Those plans are to be followed until conditions threaten the health and safety of the personnel operating the establishment.

Concept of Operations

If extreme weather is expected in Lincoln County, notifying and instructing county residents will offer some time to prepare for these conditions (i.e., weather warnings).

Emergency crews will likely repair critical utility services, clear roadways, maintain civil order, and provide medical aid (as required by the existing weather condition or forecasted condition). Maintaining critical infrastructure must become a priority. Critical infrastructure in support of households is vital to ensure residents remain safely at home sheltered from the extreme weather. For heavy snow or high winds blowing sand into the roadways, requests for additional sweepers and qualified personnel to operate the equipment will help to preserve open roadways for clear passage. Some roadways may be blocked preventing passage by emergency vehicles. Additional unnecessary traffic will significantly disrupt emergency efforts.

Once emergency functions begin to wane, several assessments of the damage must be conducted to determine the level of aid for the restoration of the county services and functions. Requests for immediate funding for repairs through state and federal sources may generate a positive approach in cleaning and rebuilding the community. Priority response objectives are as follows:

1. Alert community and provide instructions
2. Monitor weather conditions and facilitate protective measures
3. Conduct rescue services, as necessary
4. Maintain civil order
5. Maintain critical infrastructure and clear roadways / transportation routes
6. Inspect the integrity and soundness of the essential structures
7. Shelter, treat and feed displaced residents, if necessary
8. Assess all public property damage and prioritize repairs, as necessary

Notification Procedure

If severe weather has the potential to impact Lincoln County, publicly notifying residents of the potential hazard or damage may allow preventive measures in preparing and protecting their lives as well as minimizing property damage. The Lincoln County Emergency Management Director may wish to consult the County Commission on preparedness actions and activate the EOC, if conditions warrant activation.

Public notification methods may include broadcasts through local radio, television, Lincoln County Sheriff vehicle public address system and the Retired Senior Volunteer Program (RSVP) phone tree. If the situation warrants, the Emergency Alert System (EAS) may be activated to broadcast warnings to Lincoln County residents. Authorization and access are through the County Commissioners, the Mayor of Caliente, or the Lincoln County Emergency Management Director. Once the Enhanced 911 system is installed, this system may be used, as necessary.

EOC Response

The situation will drive EOC priorities and tasks. Monitoring the status of public services and infrastructure, and the progress of the Priority Response Objectives will be largely a coordination effort to ensure resources are available to support the effort. Depending upon the extent of damage, the EOC may assist in the recovery phase in tracking where and how resources are applied. A major effort will involve accounting for the consumed resources to recover those resources through the state or federal agencies.

A recall of the EOC staff can be conducted with an established time for activation. EOC activation will be dictated by the situation and all EOC staff members have completed personal disaster preparations.

Tab A lists tasks to be reviewed by command/general staffs and determine whether the tasks are applicable to the existing situation and response needs.

Command / EOC

Actions

These actions may include, but are NOT limited to:

- Coordinate and organize IC/EOC and functional areas
- Review emergency response objectives and assign priorities based on the overall situation
- Create an Incident Log for significant events
- Create a task log to task and monitor actions being performed
- Actively request status reports on rescue efforts and injuries
- Develop and broadcast a public announcement / notification with the designated Public Information Officer
 - > Advise residents of the situation
 - > Request residents to avoid using the roadways unless a life-threatening injury will endanger the victim
 - > Notify the residents of periodic status reports to keep them informed and calm
 - > When designated and operational, publicly notify residents of the nearest designated shelter location via radio, if available
- Assess the extent of damage to critical infrastructure following extreme weather or when the weather condition has sustained itself beyond 12 hours.
 - > Direct an inspection of the water supply and sewage systems
 - > Assess electrical systems
 - > Report unusable roads
 - > If breaks in natural gas lines or at petroleum stations, secure supply sources immediately to avoid fires
- Request a team of engineers from neighboring counties to examine the structural soundness of the clinic since the facility will be critical to treat for possible injuries
 - > Consider / direct inspections on the school buildings for use as designated shelter locations by displaced residents
 - > Check local buildings for habitability as quickly as possible for potential use as backup designated shelter locations for displaced families or residents in inadequate housing for existing conditions, if larger numbers of displaced families increase. Habitability determination includes temperature controlled sheltering, sanitation, and food/water distribution.
- Review Communications Plan to verify nets, frequencies and protocols
- Notify Nevada State Division of Emergency Management of the situation
- Draft Emergency Declarations, as directed or needed
- Notify pertinent Federal and other State agencies

Command Staff

Public Information Officer

- Draft public notification plan and public release statements and submit them to the IC/EOC
 - 3/4 Contact the Senior Centers to identify populations who may require additional assistance
- Note: Senior citizens are typically on fixed income and may not adjust thermostats to accommodate a comfortable warm or cool temperature.**
- Designate media area
 - Develop plan for daily press / media briefs
 - Develop plan for information dissemination at each designated shelter location
 - Coordinate public information to ensure continuity between County Commissioners and local area officials.

Safety Officer

- Observe rescue operations to avoid extraordinary and unnecessary risk taking
- Evaluate each designated shelter to ensure adequate habitability with available resources, if able.

Operations

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
 - Coordinate rescue efforts when necessary and determine manpower availability
- Consider the following groups for rescue support in affected homes around the County
- > Off-duty Sheriff's deputies – regular and reserve staff
 - > Off-duty Fire Department personnel
 - > Lincoln County Search and Rescue (SAR)
 - > Lincoln County School District Transportation Personnel
 - > Consider submitting requests to the Civil Air Patrol, National Guard, Nellis AFB and/or NAS Fallon for additional emergency search and rescue services support through Nevada State Division of Emergency Management
 - > Volunteer support may be available, but ensure the volunteers understand that some actions require formal training and they may not be authorized to perform those functions or activities
- Report status of fires, if any encountered in extreme weather conditions, to the Command section
 - Request additional emergency medical services, as required
 - Contact facilities with sensitive populations (refer to Annex 6, Tab F) to determine whether additional assistance is required
 - Establish contact and coordinate with Lincoln County Operations Section, if established
 - Advise on-duty Sheriff's Office be observant of potential looting or any civil disturbances

Planning

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Collect damage assessments and determine level of assistance
 - 3/4 Consider requesting National Guard for security, if civil disturbance increases
 - 3/4 Submit recommendations for courses of action to the Command Section
- Develop plan for critical infrastructure restoration to damage systems
- Review special population list (See Annex 6, Tab F) and determine whether assistance is required
- Develop plan to integrate and stage local area county, State, and Federal agencies as well as non-governmental organizations such as the Red Cross
- Contact local hospital / clinics to inventory available antibiotics
- Designate/assign volunteer personnel (such as pastors, counselors, mental health professionals, etc.) into Crisis Intervention Stress Management teams and send them to each designated shelter to ease the psychological stress of the event
- Coordinate with the Public Information Officer to designate a media area
- Establish contact and coordinate with Lincoln County Planning Section, if established
- Designate an area, create list of volunteer support and assign volunteers where needed
 - 3/4 Consider expertise and transportation of volunteers to assigned groups

When the initial crisis has stabilized:

- Develop a recovery plan to prioritize actions and restore county facilities and services
- Liaison between State and Federal agencies for short and long term recovery options

Logistics

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Determine / project Equipment / Supplies and forward lists to Finance/Admin Section for possible contracting equipment, stores, and/or services
- Order and obtain heat sources and fuel supplies during winter and air conditioning units during summer
- Coordinate meals and water for rescue, security and volunteer personnel to be delivered on-
- Designate a location for rescue and volunteer personnel to rest
- Establish the designated shelters for displaced families / refugees when building inspections are complete and considered safe
 - > Develop a standardized set of in-processing procedures to account for each refugee at each location. Submit daily reports to Finance/Administration Section
 - > Develop plan for food distribution and replenishment at each designated shelter
 - > Ensure fresh water tanks are readily available at each designated shelter and schedule replenishment cycles
 - > Develop plan for medical and veterinary support at each designated shelter
 - > Develop plan for communication at each designated shelter
 - Coordinate with the IC to determine if RACES operator and equipment are deployable to each designated shelter
 - > Develop plan for sheltering at each location
 - > Establish staging areas to place supplies and coordinate with the Red Cross
 - > Allow Crisis Intervention Stress Management teams to comfort displaced families at each designated shelter
- Designate a mortuary affairs area, if necessary
 - > Procure / obtain refrigeration units from Finance/Administration Section
 - > Ensure accurate accounting and location of deceased persons

Finance/Administration

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Notify businesses of required equipment / supplies, if available locally, and contract for equipment, stores, and/or services
- Procure food, supplies, and equipment
- Coordinate with Planning Section and maintain an updated list of volunteers and their organizational assignment
- Establish various accounting reports for all goods, services and labor costs (include volunteer support)
- Maintain and update a central list of:
 - 3/4 Displaced families and residents for each designated shelter location
 - 3/4 Deceased persons accounted for at the mortuary affairs
 - 3/4 Volunteers, location and current assignment
- Prepare for integration of state and federal funding assistance

Natural Disaster – Pandemic

Situation

Nevada draws a significant tourism population. Between the gaming industry, primarily in Las Vegas for transients from the north and east, and the wide variety of outdoor recreation, Nevadans are exposed to outside populations within the United States and abroad. This exposure subjects Nevadans to various forms of disease. Some of those diseases can be contagious. An epidemic, such as influenza, affects a finite population at the same time. A pandemic affects a larger population geographically. However, Lincoln County was touched by the 1918-19 influenza pandemic. The remote nature of Lincoln County then minimized the exposure to the community. However, Lincoln County is not as remote as it historically has been, and must be prepared if the situation occurs again.

Given the large number of transient populations and strains of influenza, preparedness cannot ignore the potential of a pandemic reaching rural Nevada. Pandemic or epidemic will greatly impact a smaller community and quickly exhaust its resources as well as its ability to treat a large contingent of patients. Influenza strains when passing between hosts can evolve and mutate. This development can create difficulties for the medical community since vaccines may not be effective to the new strains.

The importance of people to minimize interaction during the “flu” season is imperative. The availability and distribution of masks and gloves may be insufficient, thus reducing contact with people is likely to minimize the risk in contracting the virus. When the medical infrastructure recognizes an outbreak, efforts to minimize the spread must be responsive and decisive.

Pandemics are not exclusive to humans. Recent history has introduced a few viruses originating from animals and transferred to humans such the bird flu. State and Federal agencies closely monitor these trends especially those viruses impacting the food supply. Annex 4, Tabs A and B can assist in preparing and mitigating a pandemic. The procedures for animal pandemics are located in this Annex, Tab C.

The State of Nevada has a developed a plan in response to this threat. This annex will align itself with the State’s response plan.

Assumptions

In order to facilitate preparedness, response planning, and situation mitigation, some assumptions must be created to fill gaps in planning. For planning purposes, these assumptions are stated as fact. These assumptions are reflected in the State of Nevada’s plan for standardization and continuity.

1. Most pandemic influenza strains have emerged from eastern Asia. However, variations of the strain reaching northern Nevada may afflict populations in Lincoln County and neighboring counties simultaneously.

2. A pandemic could pose threats to human infrastructure responsible for critical community services such as medical and law enforcement services where they are most vulnerable to public interaction. An indicator will be absenteeism among retail and gaming industries since they have close interaction with the permanent and transient public.

3. Surrounding counties will likely be affected first and warnings will be issued to the rural counties. These warnings must be fact based and confirmed to avoid widespread rumor and misinformation.

4. Illness rates will be higher among school-aged children and decline with age. Some residents may be infected, but not develop clinically significant symptoms. Asymptomatic or minimally symptomatic persons can transmit the infection and develop immunity to subsequent infection.

5. Lincoln County medical personnel will transition into the Response phase (Tab B) of this annex if five to six patients are symptomatic (consistent with surveillance from the State).

6. Isolation and quarantine procedures may be required for infectious diseases to minimize exposure given limited quantities of masks and gloves. Isolation and quarantine procedures reduce the risk of exposing medical staffs and Lincoln County officials for government continuity.

7. A widespread pandemic throughout the State will overwhelm medical facilities in distributing and administering vaccinations; quickly deplete vaccines/pharmaceuticals, and exceed designated isolation/quarantine areas.

8. The size of the pandemic will exhaust vaccine stocks in metropolitan areas first where large stocks are located and a higher demand exists. Vaccinations are likely to be unavailable when the demand within the County will increase.

9. The federal government may not assume the entire cost in purchasing the vaccines, antiviral medications and related supplies.

Concept of Operations

Lincoln County must coordinate with the State of Nevada Health Division to maintain cognizance of any symptomatic patients and track movements toward the County. As Lincoln County prepares, officials must expect the State of Nevada to follow six phases of a pandemic, as follows:

1. Command, control and management;
2. Surveillance;
3. Vaccine delivery;
4. Antiviral use;
5. Communication; and
6. Emergency response.

The State of Nevada Health Division possesses a formal Pandemic Influenza Response Plan. All local public and private health authorities must be familiar with its contents to offer insight, prioritize tasks, and recommend courses of action for Lincoln County decision makers. Each pandemic event will require different medical approaches that must be consistent with Federal and State expectations.

Preparedness and Response are critical in minimizing the impact of a pandemic. Understanding the State’s plan will enhance Lincoln County’s preparations and response.

Preparedness

Local health authorities/officials are responsible for planning and implementing the local response, but must consult with the State Health Officer. Lincoln County may anticipate direct State and Federal agency support, but that support may be delayed depending upon the extent of the pandemic within the State. Most pandemics will originate from other locations initially. Expect those Federal and/or State agencies to respond and monitor. Warnings will likely be coordinated through Federal to State health networks, then to local jurisdictions.

The most effective measure in preparing for a pandemic is to educate County residents and establish a process in mitigating a pandemic threat. This education can address the threat and procedures residents can follow to reduce their exposure while protecting themselves and their families. Local health, medical, and emergency personnel can provide periodic training to Lincoln County residents to prepare families if facing a potential pandemic. This training may address local response procedures (i.e., isolation sites, notification methods, etc.), most likely pandemic agents (i.e., influenza), and/or home preparedness measures (i.e., additional water and food). Training must be conducted prior to any pandemic event in maximizing local preparedness.

Response

When these warnings are forwarded to local jurisdictions, precautionary measures can be implemented through the local health authorities to minimize exposure of County residents as well as medical staffs. Priorities and measures must be established to mitigate the spread. Priorities and measures are listed below for consideration. This list includes, but not limited to:

- Determine virus, obtain list of symptoms and increase surveillance/monitoring
- Distribute masks and/or gloves to higher risk populations (prioritize higher risk populations), such as:
 - Medical staffs and personnel supporting emergency conditions
 - Elderly persons (those persons who have significant contact with at risk people)
 - Persons with direct contact to the public
- Alert population to exercise preventative exposure measures, such as:
 - Aggressively disinfect publicly used areas (i.e., handles, tables, and/or counters touched by the public)
 - Increase distances from individuals and minimize public gatherings (i.e., schools)
- If necessary, activate designated shelters or isolation facilities for infected persons (refer to isolation definition of page 4). Establish logistic support for designated isolation facilities.
- Advise local businesses with extensive public exposure to protect

Annex 4, Tabs A and B can assist in preparing and mitigating a pandemic.

Licensed physicians can diagnose the symptoms and quickly treat the condition/virus to eliminate the spread, and if necessary, initiate isolation or quarantine procedures to reduce the spread of the diagnosed virus (refer to page 5 regarding quarantine). If a potential pandemic exists, the “Fast Flu” test may be authorized upon request, **and** in an emergency. The State Board of Health must authorize the “Fast Flu” test. Indications/warnings through the medical networks will serve in assessing, preparing, and monitoring the population. Preparations will consist of obtaining vaccines and associated pharmaceuticals to maintain a ready posture for the specific pandemic agent. Measures can be initiated to tailor a response based on the pandemic agent. Those measures may necessitate some restrictions to reduce personal contact with outside populations. Specific vaccines and pharmaceuticals must be requested/ordered in preparation of inadvertent exposure. In the event of exposure through symptomatic indications, treatment will be administered immediately as well as activating isolation or quarantine procedures as necessary. Quarantines will minimize or halt additional exposure. Minimizing and protecting health and medical (human) infrastructure must be a priority. EMS staffs must aggressively implement precautionary measures or those staffs will be unable to continue serving the public.

If an inadvertent exposure occurs without any indications or warnings, notify the State Health Officer immediately. If the pandemic is serious enough, the State may request the Strategic National Stockpile (SNS) for deployment and subsequent distribution. Necessary pharmaceuticals may be available upon request through the State Health Division. Those procedures are located in Annex 7, Tab C.

Notification Procedure

Lincoln County can expect indications and/or warnings. Once a patient becomes symptomatic, the pre-programmed response may be followed to minimize further exposure and alert/activate teams to mitigate the spread without impacting the human infrastructure (especially medical personnel). For example, Lincoln County Hospital should consult the Community Health Nurse and develop precautionary measures to reduce / minimize exposure. In turn, the Community Health Nurse must notify the Lincoln County Emergency Management Director and offer preventative measures for the specific agent, as necessary. When indications are recognized and confirmed, the Emergency Management Director may wish to inform the County Commissioners, area medical clinics and the EMS Coordinator to advise county officials of the potential pandemic. EOC activation will be **situation dependent** since close interaction with staff may exacerbate the problem. The County Commissioners may elect to consult the State Health Officer through local medical officials prior to the release of an emergency declaration. In every suspected case of a pandemic virus, the County should consider contacting the State Health Officer as quickly as possible. Consultation with the State may offer advantages when competing for medical resources.

Public notification methods may include broadcasts through KDWN (FM radio), KLAS (television), Lincoln County Sheriff vehicle public address system and the Retired Senior Volunteer Program (RSVP) phone tree. If the situation warrants, the Emergency Broadcast System (EBS) may be activated to broadcast warnings to Lincoln County residents. Authorization

and access are through the County Commissioners, the Mayor of Caliente, or the Lincoln County Emergency Management Director. Once the Enhanced 911 system is installed, some of these measures may not be required.

EOC Response

The situation and IC structure will drive EOC priorities and tasks. Monitoring the pandemic status and human infrastructure will be largely a coordination effort between State and Federal agencies to ensure resources are available and processes in place to support the response effort (continuity of government).

By allowing the State and Federal agencies handle the response, they can draw the appropriate expertise and resources. Coordination will be required if isolation or quarantine measures are directed. The terms “isolation” and “quarantine” are defined by the Center for Disease Control, as follows:

Isolation (for people who are ill) – “refers to the separation of persons have a specific infectious illness from those who are healthy and the restriction of their movement to stop the spread of that illness. Isolation allows for the focused delivery of specialized health care to people who are ill, and it protects healthy people from becoming sick. People in isolation may be cared for in their homes, in hospitals, or in designated healthcare facilities.”

Quarantine (people who have been exposed, but not ill) – “refers to the separation and restriction of movement of persons who, while not yet ill, have been exposed to an infectious agent and therefore may become infectious. Quarantine of exposed persons is a public health strategy, like isolation, that intended to stop the spread of infectious disease.”

Quarantine is a legal process. NRS 439.360 authorizes the County Board of Health to:

1. Abate nuisances in accordance with law.
2. Establish and maintain an isolation hospital or quarantine station when necessary for the isolation or quarantine of a person or a group of persons.
3. Restrain, quarantine and disinfect any person or group of persons sick with or exposed to any contagious or infectious disease that is dangerous to the public health.
4. Appoint quarantine officers when necessary to enforce a quarantine, shall provide whatever medicines, disinfectants and provisions which may be required, and shall arrange for the payment of all debts or charges so incurred from any funds available, but each patient shall, if he is able, pay for his food, medicine, clothes and medical attendance.
5. Subject to the prior review and approval of the board of county commissioners and except as otherwise provided in NRS 576.128, adopt a schedule of reasonable fees to be collected for issuing or renewing any health permit or license required to be obtained from the board pursuant to a law of this state or an ordinance adopted by any political subdivision of this state. Such fees must be for the sole purpose of defraying the costs and expenses of the procedures for issuing licenses and permits, and investigations related thereto, and not for the purposes of general revenue.

If isolation sites are required, the intent is to segregate exposed patients from the population and reduce the risk in spreading the pandemic agent. Medical infrastructure, specifically medically trained personnel, are at the greatest risk and likely to become carriers within the hospitals and clinics. Protecting medical staffs becomes a critical function since medical care beyond the pandemic must continue to remain functional. Hence, isolation sites have been designated to segregate exposed persons where care may be administered and minimize the risk of contaminating the hospitals and clinics. Designated Lincoln County isolation sites are:

Alamo	Alamo High School Gymnasium
Caliente	City of Caliente Council Chambers (primary) and Caliente Elementary School
Panaca	Lincoln County High School Gymnasium
Pioche	Pioche Elementary School

However, the County Commission may consult available physicians to determine the need for quarantine if a quarantine officer has not been appointed. As mentioned on the previous page, Annex 7, Tab C offers information on the Strategic National Stockpile deployment requirements and its potential for Lincoln County use.

Public Warning and Guidance

Local medical authorities should communicate with the public frequently. Organizing residents to either vaccinate for a virus or don masks and gloves are the most common preventative measures if facing a pandemic. The vaccination will typically assist in the body to resist and combat the virus.

County residents must anticipate local medical authorities to offer preventative measures. Given the last pandemic in Lincoln County of 1918-19, “social distancing” was implemented and could be again. Social distancing requires:

1. the closure of schools;
2. no mass gatherings at public places (i.e., churches, events, restaurants, dances, etc); and
3. the wearing of masks (NP-95) in public.

Lincoln County may wish to stock NP-95 masks for distribution if the need and priority exists. Consult medical professionals to determine a sufficient quantity for at risk residents.

Pandemic Preparedness Condition

Criteria: State of Nevada issues a pandemic warning and/or neighboring counties have diagnosed symptomatic patients.

Actions

These preparatory actions may include, but are NOT limited to:

Lincoln County Health Nurse and/or Medical officials

- Monitor health networks as warnings or alerts are issued
- Contact the Lincoln County Emergency Management Director to report current condition and status changes
- Continue consulting with State Health officials and neighboring counties to changes in status of pandemic

Emergency Management Director

Once the Health Nurse and/or Medical officials notify the Emergency Management Director of a potential pandemic approaching Lincoln County, consider the following actions:

- Organize local medical staffs in accordance with NIMS and State of Nevada Health Division to maintain surveillance of the pandemic's progress toward the County
- Review Lincoln County pandemic plan and assumptions
- Identify, contact and prepare a limited number of Emergency Operations Center (EOC) personnel, establish EOC personnel rotation process and turnover procedure
- Consult all Lincoln County medical officials and determine if a meeting is necessary to establish tasks and their priorities
- Contact the Retired Senior Volunteer Program (RSVP) to prepare for phone tree activation, if required
- Report pandemic status, recommendations and potential courses of actions to the County Commissioners. Recommendations from status reports may include, but not limited to:
 - Establishing procedural steps in the Lincoln County response when required
 - Determining when to issue public warnings with specific instructions to residents
 - Designating shelters or isolation areas

Command / EOC (when activated/established)

- Create an Incident Log for significant events
- Create a task log to task and monitor actions being performed
- Review Lincoln County pandemic plan and assumptions
- Review public warnings and guidelines to increase public awareness and reduce panic or confusion

Note: Public messages should direct symptomatic patients to assigned isolation sites or designated screening stations to avoid contaminating the hospital and clinics as well as those staffs

- Determine populations at the greatest risk of exposure (forward reports to Planning and Logistics)
- Continue to receive pandemic status reports (forward reports to Planning)
- Notify / coordinate objectives/status with pertinent State and Federal agencies, as necessary
- Contact the American Red Cross to prepare for deployment and provide support at each isolation site when requested
- Direct review of the Pandemic Response Condition checklist by EOC staff

Public Information Officer

- Coordinate with the IC/EOC to determine the location for the Joint Information Center (JIC), if necessary
- Develop public notification plan, as directed by the County Commissioners or IC
- Draft statements for public release and submit them to the Commissioners or IC
- Develop plan for daily press / media briefs
- Review risk communication bank of questions from media
- Develop plan for information dissemination at each isolation site, if established
- Coordinate with affected town board officials to ensure continuity with County Commissioners

Safety Officer

- Review and evaluate all isolation site plans to minimize potential exposure

Operations Section

- Create a task log to track action items
- Review isolation site plan (from Planning Section), if required, and determine manpower availability in the movement of patients to isolation site as a precautionary and planning measure
 - Consider the following groups for transfer support
 - > Off-duty Sheriff's deputies – regular and reserve staff
 - > Off-duty Fire Department personnel
 - > Available EMS personnel to accompany groups assuming medical assistance is necessary during the transfer
 - > Lincoln County Search and Rescue (SAR)
 - > Lincoln County School District Transportation Personnel
- Develop a Security Plan at each isolation site
 - > Consider number of posts and manning for each post
 - > Determine personnel rotation and protective equipment (i.e., masks, gloves, etc.)

Planning Section

- Create a task log to track action items

- Obtain reports from isolation sites and medical staffs to determine
 - Develop a patient transfer plan for isolation sites and coordinate with Operations to implement based on available manpower
 - Develop an isolation site plan
 - Review Special Population list (See Annex 6, Tab F) and assess exposure prone areas where assistance may be necessary
 - Designate an area, create list of volunteer support and assign volunteers where needed
- Note: Consider expertise and transportation of volunteers to assigned areas**

Logistics Section

- Create a task log to track action items
- Contact local hospital / clinics to inventory available vaccinations and/or antibiotics for the pandemic agent
- Determine/ project Equipment / Supplies and forward list to Finance/Admin Section for possible contracting equipment, stores, and/or services
- Obtain masks and gloves (for distribution to medical and patient transfer personnel)
- Coordinate preparations in establishing isolation site for patients and assign staging areas
 - > Develop a standardized set of in-processing procedures to account for each patient at each isolation site location
 - > Determine the availability of beds and prepare the movement of those beds to each isolation site location
 - > Develop plan for food distribution at each isolation site location
 - > Develop plan for limited medical support at each isolation site location
 - > Develop plan for communication at each isolation site location
 - > Obtain large quantities of bed linens for each isolation site location
 - > Develop plan for removing and incinerating biohazardous waste from isolation sites
- Develop a plan for mortuary affairs
 - > Reserve a refrigerated trailer
 - > Determine location(s) to place body bags
 - > Coordinate and assist Sheriff in performing Coroner
- Determine/ project Equipment / Supplies and forward list to Finance/Admin Section for possible contracting equipment, stores, and/or services
- Coordinate preparations in establishing isolation site for patients and assign staging areas

Finance/Administration Section

- Create a task log to track action items
- Develop accounting system for personnel time, supply and transportation costs, etc.
- Notify businesses, as necessary, of potential need for specific equipment / supplies at isolation sites
- Coordinate with Planning Section and maintain an updated list of volunteers and their organizational assignment

Pandemic Response Condition

Criteria: Lincoln County experiences five or more symptomatic patients.

Actions

These response actions may include, but are NOT limited to:

Lincoln County Health Nurse and/or Medical officials (as designated)

- Continue monitoring health networks as warnings or alerts are repeatedly issued
- Continue consulting with State Health officials and neighboring counties
- Update the Lincoln County Emergency Management Director or IC to report status changes
- Act as single point of contact in patient status and treatment activities

Emergency Management Director

- Implement Lincoln County pandemic plan
- Activate the Emergency Operations Center (EOC), as required or directed
- Monitor EOC activities to ensure progress on established tasks and their priorities
- Monitor pandemic status and evaluate need to adjust course of action as well as tasks and priorities. Report adjustments or modifications to the County Commissioners.

Command / EOC (if activated)

- Maintain Incident Log for significant events
- Maintain task log to track and monitor actions being performed
- Monitor Lincoln County daily pandemic plan
- Maintain cognizance of patient location and status at each isolation site
- Monitor pandemic surveillance with State, neighboring counties and local increase of patient load (forward reports to Planning)
- Notify / coordinate objectives/status with pertinent State and Federal agencies, as necessary
- Direct review of the Pandemic Response Condition checklist by EOC staff

Public Information Officer

- Continue coordinating with the IC/EOC to report changes in pandemic status through the Joint Information Center (JIC), if required
- Implement public notification plan, as directed by the County Commissioners or IC
- Draft statements for daily public release, media briefs and submit them to the Commissioners or IC
- Submit daily press releases and conduct media briefs, as directed
- Distribute updated information for each isolation site, as required

- Coordinate with affected town officials to maintain continuity with County Commissioners

Safety Officer

- Visit isolation sites to monitor safe practices in preventing incidental exposure, as required
Note: Avoid unintentional exposure. Assess the risk and determine necessity of visits. Offer recommendation to IC/EOC after assessment.

Operations Section

- Coordinate with Command and Planning Sections to finalize, and if necessary, implement the movement of patients to isolation sites in accordance with the isolation site plan. Isolation areas should be assigned and prioritized.
Note: Special populations will require more time and factored into the list of priority patients
- Assign personnel, distribute protective equipment and brief the patient transfer teams regarding the designated isolation sites, priorities and time table as well as precautionary measures to prevent exposure
Note: Ensure transfer vehicles are disinfected at the end of the transfer
- Execute the isolation site security plan and transfer of assigned Security teams to each respective isolation site as requested by the Logistics Section
- Plan for security procedures and manpower requirements for possible arrival of additional pharmaceuticals such as the SNS push package

Note: Expect the Sheriff's Office to exhibit personnel shortages in maintaining security commitments for patient transfers, at isolation sites, routine (civil order) patrols, frequent patrols to hospitals / clinics, and Coroner responsibilities. These manpower shortages will be exacerbated if the SNS push package is requested and forwarded. Requests for additional law enforcement officers should be considered to maintain a visible, secure environment.

Planning Section

- Maintain Incident Log for significant events
- Maintain task log to track and monitor actions being performed
- Obtain reports from isolation sites and medical staffs to determine patient status and load for each isolation site
- Forward patient transfer plan to the Operations Section for implementation
- Forward isolation site plan to the Logistics Section for implementation
- Monitor Special Populations (See Annex 6, Tab F) and determine whether assistance is required
- Contact local hospital / clinics and notify medical staffs to be vigilant for non-resident patients entering the facilities and potentially contaminating the entire facility.

- Develop Strategic National Stockpile (SNS) integration plan, if additional pharmaceuticals are requested
- Designate an area, create list of volunteer support and assign volunteers where needed
Note: Consider expertise and transportation of volunteers to assigned groups

Logistics Section

- Create a task log to track action items
- Determine/ project Equipment / Supplies and forward list to Finance/Admin Section for possible contracting equipment, stores, and/or services
- Distribute food and water to incident support personnel and staff
- Establish the isolation site for refugees and staging areas
 - > Implement in-processing procedures to account each patient at each isolation site location
 - > Implement plan for food distribution for each isolation site location
 - > Implement plan for limited medical capabilities and their use at each isolation site location
 - > Implement plan for communications at each patient at each isolation site location to include a telephone line available to patients and staff
Note: Determine if RACES operators are able to deploy at each isolation site location
 - > Implement plan for sheltering at each patient at each isolation site location
 - > Distribute clean linen to isolation sites
 - > Implement plan for removing and incinerating biohazardous waste from isolation sites
- Determine the location of a secure site for any pharmaceuticals (i.e., SNS)
 - > Coordinate with Operations to establish a 24 hour security detail to include personnel rotation
- Implement mortuary affairs plan, as required
 - > Gather and distribute body bags to isolation sites, as required
 - > Position refrigerated trailer to collect deceased patients
 - > Coordinate and assist Sheriff in performing Coroner functions

Finance/Administration Section

- Maintain a detailed task log to track action items, tasks and priorities
- Gather and maintain a list of patients at each isolation site location and their status
- Notify businesses of impending need for specific equipment / supplies
- Coordinate with Planning Section and maintain an updated list of volunteers and their organizational assignment as the incident develops

Animal Pandemic

The largest current threat is the Avian Influenza (AI), or bird flu. AI is predominantly found in wild birds, particularly in waterfowl. Even though most people do not have direct contact with wild birds, domesticated birds may become infected through interaction of various birds that have contact with waterfowl such as sparrows, starlings, etc. Many studies have been conducted by Health organizations to better understand the several strains that exist.

Those studies have determined that infected birds may have contact with other birds or animals and may infect them. These studies also indicate that different strains of the virus may not affect other birds or animals. The few strains that can possess a health threat to animals and humans are difficult to track its progress or movement. Preventive measures must be in place to reduce expose to humans.

As mentioned in this Tab, viruses can spread through contact through interaction. An animal pandemic is identical in its progress and can spread between flocks as well as herds. Even though northern Nevada can be more isolated than other areas, waterfowl are migratory. The Pacific Flyway may be used by potentially infected waterfowl. These birds may have limited interaction with other birds or livestock at water sources or forage fields. The interaction may expose other birds or livestock. When livestock interacts with waterfowl or other infected birds, human exposure through animals becomes more possible since the livestock can infect humans depending on the virus strain. In rural agricultural areas, human interaction with livestock is a frequent occurrence. This exposure can spread within a community due to the social nature and interaction between people.

Local Emergency Medical Services (EMS) and veterinary staffs must remain vigilant of the symptoms. If an AI medical condition is suspected, tests can identify the flu strain. If a virus cannot be identified, notify State and Federal medical authorities as soon as possible. Those agencies can place higher priorities on tests in identifying a virus and initiate any or all response measures to stop the virus from spreading.

The Nevada State Health Division possesses the resources and expertise in response to most pandemic incidents to include animals. The Health Division is prepared for most incidents. They have exercised various mass (pharmaceutical) dispensing and isolation/quarantine plans.

Once an animal pandemic is identified, those animals and people potentially exposed must be quarantined until immediate testing can be conducted. State and Federal resources can assist in mitigating the spread of the virus. The tests will determine whether the exposed animals and humans are carrying the virus. The goal is to contain the spread of the virus.

Placing domesticated animals into quarantine will reduce the opportunity for the virus to spread among other animals. Local medical officials may wish to examine the animal owners and ensure no symptoms exist. Follow on action will be based on the situation as it develops or demands.

Natural Disaster – Volcanic Eruption

Situation

Lincoln County is located approximately 250 miles east of the Sierra Nevada Mountain Range. Given the past geologic activity in the Sierra Nevada range area, the potential for a volcanic event, though remote, exists. Movements in the local mountain ranges continue to occur especially in the Sierra Mountain Range. A volcanic event is most likely to occur at Long Valley / Mono Lake area in California. Fortunately, the distance from Long Valley / Mono Lake area offers some protection from catastrophic seismic hazards. Prevailing winds may carry ash from the area. The amount of ash can create several problems. Preparedness in handling the accumulation of ash is the focus of this annex.

The ash ejected from the volcano is rock. The ash can easily drift with the prevailing winds via the jet stream and potentially land in Lincoln County. Breathing in the ash will significantly damage, and in time, destroy the lungs. The ash may cause significant problems for road, rail and air transportation systems, older structures with questionable roofs (given the weight of accumulation of ash) and gutter systems, critical infrastructure such as electrical grids and wastewater drainage, and damage to crops and farmland. Many mechanical systems may be damaged from abrasions. Ventilation systems will likely have to replace filters more frequently.

This annex will not address the earthquake activity that may be associated with a volcanic event. For earthquake response, refer to Annex 1.

Assumptions

In order to facilitate preparedness, response planning, and situation mitigation, some assumptions must be created to fill gaps in planning. For planning purposes, these assumptions are stated as fact.

1. Volcanic events will likely occur from the Sierra Nevada range.
2. The distance from Sierra Nevada Mountain Range will not produce a danger from pyroclastic or magma flows and large falling rock. However, prevailing winds may allow ash to fall in and around Lincoln County.
3. Requested assistance from surrounding counties, state, or federal agencies will not be available within 24 – 48 hours and may not be readily available due to designated resources being assigned to more critical areas closer to the Sierra Nevada Range.
4. Ground travel will be hazardous and air transportation will be unavailable due to potential air starvation from clogged intake filters, internal damage to jet engines, and propellers.
5. Designated shelters (Annex 1, Tab B) will be used as temporary shelters for displaced families in structurally unsound buildings/dwellings. Habitability is easier given the available

cafeterias, communication networks, restroom facilities, and showers. Some rooms can accommodate an interim clinic for medical staffs as necessary.

6. The EOC will be activated once ash is predicted to fall in Lincoln County after the event.

7. Respiratory ailments may be exacerbated by ash and place a greater demand on medical staffs.

Concept of Operations

If ash is expected to fall within Lincoln County, notifying and instructing county residents will ease an apprehensive population. Continuously clearing ash will be necessary to maintain clear roadways for safe passage and minimize damage to equipment and structures. The roadways will facilitate the evacuation of other Nevada residents in neighboring counties.

Emergency crews will likely clear roadways, maintain civil order, and provide medical aid (as required). Requests for additional sweepers and qualified personnel to operate the equipment will facilitate in preserving open roadways for clear passage. Maintaining or restoring critical infrastructure must become a priority ensuring residents to remain safely at home. Some roadways may be blocked preventing passage by emergency vehicles. Additional unnecessary traffic will significantly disrupt emergency efforts.

Once emergency functions begin to wane, several assessments of the damage must be conducted to determine the level of aid for the restoration of the county functions and services. Receiving immediate funding for reparations will generate a positive approach in cleaning and rebuilding the community.

Priority response objectives are as follows:

1. Alert community and provide instructions
2. Monitor weather conditions and project
3. Conduct rescue services, as necessary
4. Maintain civil order
5. Maintain critical infrastructure and clear roadways / transportation routes
6. Inspect the integrity and soundness of the essential structures
7. Shelter, treat and feed displaced residents, if necessary
8. Assess all public damages, as necessary

Notification Procedure

If a volcanic event will have an impact to Lincoln County, the location of the event may allow sufficient time to conduct a meeting of the Local Emergency Planning Committee (LEPC) or activate the EOC without urgency. The Lincoln County Emergency Management Director may

wish to consult the LEPC and tailor a plan of action prior to advising the county officials based on predictive models on where the ash may fall.

EOC Response / Recovery

The situation will drive EOC priorities and tasks. Monitoring the status of public services and infrastructure, and the progress of the Priority Response Objectives will be largely a coordination effort to ensure resources are available to support the effort.

Additionally, refugees from other counties may pass through or stay in Lincoln County. Nevada Division of Emergency Management may request Lincoln County to provide shelters and shelter evacuees from neighboring counties. This request may necessitate EOC activation to assist in supporting the logistic and administrative/finance portion.

The largest effort will be in removing ash from the area and critical infrastructure. The Public Works and Road Departments will have a large demand on their heavy equipment in restoring critical infrastructure to include roads. Heavy equipment operations will be costly to the local government. Depending on the extent of the affected area, the Emergency Declaration may properly resource (reimburse) the County for those costs.

Considerations in determining the impacts to the agriculture industry must be addressed for the long term recovery and economic sustainment.

Manmade – Hazardous Material Release/Spill

Situation

Hazardous materials have become an integral part of day-to-day activities within our U.S. economy. Hazardous materials are used, stored, manufactured and transported in Lincoln County daily. They are routinely transported through the county on Federal, State, county roads and highways as well as by rail, pipeline and air. The presence of these chemicals in Lincoln County creates the potential for a hazardous materials incident that may impact the citizens of the county. To minimize the harm that may be caused by a release of any hazardous material, an ongoing process of hazard and risk analysis, cooperative planning, resource identification, and preparation must be continually carried out. Because of limitations, Lincoln County cannot prepare for every type of release but they can prepare for those that are likely to occur based on a risk hazard analysis.

For the purpose of this annex, a hazardous material is defined as:

A substance or combination of substances which because of quantity, concentration, physical, chemical, or infectious characteristics, may cause or contribute to an increase in mortality or an increase in serious irreversible or incapacitating reversible illness, or pose a present or potential hazard to human life, property, or the environment.

This annex establishes the policies, procedures and responsibilities required to protect the health, welfare and safety of Lincoln County's populace, the public and private property, and the environment from the effects of hazardous materials incidents. This annex provides an emergency response organization for hazardous materials incidents occurring within Lincoln County; establishes the operational concepts and procedures associated with the Lincoln County Hazardous Materials Response team (Hazmat team); and mitigates hazardous materials emergencies.

Extensive resources are required to support and maintain a specific Hazmat team readiness level. Training, time and equipment require a large amount of resources to maintain a readiness level. The number of hazmat incidents within the County has not warranted a first response capability beyond the "awareness" level and the budgetary demands can impact fiscal resources to maintain a hazardous material operational level first response capability. However, Lincoln County is in a remote location where an operational level first response capability is warranted. The risk is too great in an awareness level first response. As a result, Lincoln County is determined to **maintain a hazardous material operational first response capability**. Therefore, all emergency operations planning will be tailored to meet the National Fire Protection Association (NFPA) requirements for an operational level first response capability. The operational level first response capability should be sufficient in mitigating the incident depending on the size and scale of the incident. The size and scale of the incident may or may not require additional response teams with greater capability (i.e., a hazardous materials technician response) from another jurisdiction.

Additional Planning Factors

Hazardous materials incidents may occur at anytime and anywhere within Lincoln County. The potential for a hazardous materials incident in Lincoln County depends upon the volume, distribution, and the use of chemicals or other hazardous substances in a particular area. In general, the likelihood of a hazardous materials incident is greatest in the following areas:

1. Transportation Routes – Highways constitute the largest threat due to the various types of chemicals and hazardous materials being transported on them. Hundreds of commercial trucks travel every hour on Highway 93. This thoroughfare passes through Lincoln County. Fewer trucks will travel on Highways 318, 319 and 375. Little doubt exists that some commercial trucks carrying hazardous materials pass through Lincoln County on a daily basis to support agriculture and the mining industry in the northern portions of Nevada, and perhaps, Utah (via highway 319). The county roadway system can expose a few populated business and residential areas to hazardous materials. Most of the roads are remote from populated areas. Additionally, the clinics and schools are located in the vicinity of these transportation routes. Roadway spill incidents will require time for response vehicles to arrive at the scene. This time may allow materials to disperse over a greater area and be absorbed into the ground. Careful assessments may be required to determine if aquifers, livestock and wildlife will be affected.

2. Pipelines – Propane is used in the area to serve and supply residential and commercial customers. Propane can be hazardous if handling procedures are not correctly implemented.

3. Railroads – Transportation of hazardous materials on rail can be significant based on the quantity of material. To some extent, rail traffic exposes the northern portion of the County to large quantities of hazardous materials if an accident occurs. Portions of the rail system within Lincoln County are remote and may increase the response time due to notification, response and en route distance to the remote area. The longer period of time will allow the material to disperse or be absorbed into the ground contaminating the area. This contamination may infiltrate aquifers and/or wildlife/livestock food sources. Given the large quantities rail containers are capable of carrying, cleaning the area will likely exceed local capabilities. Deployable hazmat units from neighboring counties may be called upon to meet the mitigation and recovery phases of the incident.

4. Business and Industry – Few industries use and store hazardous materials. However, these chemicals may be harmful to either people or the environment. A few businesses in or near the towns will continue to use and/or store a limited supply of hazardous materials. Either human error or mechanical malfunction may be a causal factor in an accidental spill/release. Industrial firms are required to maintain emergency procedures and mitigate the spill within its capabilities, depending on the quantity and type of substances (agents). Mitigation will be dependent upon size of the spill, the agent, and proximity to populated areas. Additional resources may be necessary to protect nearby populations.

5. Agriculture – Accidental releases of pesticides, fertilizers, and other agricultural chemicals may be harmful to human health and/or the environment. The agriculture industry generally consists of farming and ranching operations around Lincoln County.

6. Illegitimate Activity – Drug labs are a significant threat to human health, and damage property and the environment. Illegitimate activities will likely dump waste along a country road in a remote area to dispose of potential evidence. This waste may pose a threat to the person who has the misfortune in discovering it since some of these materials can be toxic. Educating the public may prevent direct contact with these materials if persons know what to look for and contact law enforcement to respond and verify/investigate the materials.

7. Hazardous waste – Used motor oil, solvents, or paint are materials occasionally dumped in remote areas or along roadways by irresponsible residents. Similar to illegal drug activity, this hazardous waste poses a threat to human health, property and the environment.

8. Radioactive Materials – The railroad (primary) and Highways 93, 318 and 319 (less frequent) may be the transportation routes used for radioactive materials given the ability to handle various quantities to different locations.

9. Acts of Terrorism – The threat of terrorism and the use of weapons of mass destruction are becoming more available in our world today. We have learned that no one is immune from such an incident. All weapons of mass destruction are hazardous materials in different forms. **Annex 7** will address specific concerns. Lincoln County is less likely a target as Clark County, but weapons may be transported through Lincoln County to another destination or target.

10. Explosives – Periodically, mining operations will use explosives to move rock and/or ground. Many safeguards are in place to minimize the danger. However, trucks carrying explosives are not immune to accidents. Trucks are likely to transport explosives.

11. A natural disaster such as an earthquake or flood may cause an uncontrolled release of hazardous materials.

12. Various quantities of hazardous materials are not covered by regulation or not placarded. First response teams and people in the immediate area will be most affected. Some effects will likely occur before anyone can evaluate the situation and determine whether a hazardous materials release incident has transpired. The response from industry, the County, the State, and Federal governments must be coordinated to adequately mitigate with the situation. The size and scope of the incident will likely require additional assistance. Trained Federal, State and private emergency response personnel may be necessary to assist in response and/or clean-up activities. However, transportation delays for distant response teams may be expected due to the time and location of the incident. Several hours may be required to have special assistance teams on site.

Assumptions

In order to facilitate preparedness, response planning, and situation mitigation, some assumptions must be created to fill gaps in planning. Response to a hazardous materials incident will require a high degree of interagency cooperation and communication. Mutual aid between agencies,

municipalities, businesses, other counties and cities is required. For planning purposes, these assumptions are stated as fact to support an unknown, no-notice response.

1. Hazardous materials incident response capability and equipment fulfill the NFPA requirements for a hazardous materials operational first response to mitigate a small incident involving hazardous materials in Lincoln County.

2. Requested assistance beyond Lincoln County will require at least 10 – 12 hours for an immediate response.

3. Lincoln County clinic has the capability to provide triage to victims exposed to hazardous materials and will possess sufficient stocks to counter chemical and/or hazardous materials for 6 hours.

4. Decisive action to protect citizens at risk for a hazardous materials incident includes sheltering in place, evacuation, and protection of food and water supplies.

5. A transportation hazardous materials incident may impact residents at any location within the county.

6. A hazardous materials incident may contaminate water supplies or sewage systems (municipal or private). This contamination will result in severe health concerns as well as impact on the environment.

7. Wind shifts will occur that result in reassessing response action decisions.

8. All law enforcement officers are trained to possess and will carry Personal Protective Equipment (PPE) while on-duty. A hazardous materials incident site requires the same prudent management as a crime scene. Site security will ensure the preservation of the evidence regarding the cause of the incident and the liability for the clean-up and damage.

9. The new nationwide poison information center phone number **1-800-222-1222**. This twenty-four hour service has the capability to identify the toxicity of hazardous substances and recommend treatment.

10. In the event of a serious hazardous materials incident, many of the area residents may elect to evacuate immediately without official order or recommendation.

11. If an evacuation is required, some of the population may temporarily relocate with friends or relatives or make other personal arrangements. Shelter areas will be designated when the situation dictates.

12. The initial reporting of an accidental release involving hazardous materials may NOT be timely, accurate or in accordance with Superfund Amendments and Reauthorization Act (SARA) Title III requirements.

13. Most fixed facilities identified under SARA Title III will provide accurate Material Safety Data Sheet (MSDS) and/or inventory forms to the appropriate authority at the incident.

14. Most private companies involved in the manufacture, use, storage or transportation of hazardous materials may cooperate with local government in preparing for and responding to hazardous materials incidents assuming the resources and expertise are available. However, a Memorandum of Understanding may be a vehicle to outline roles and responsibilities (i.e., reimbursement and liability issues).

15. Response actions will be delayed by unfavorable weather conditions, by long travel distance, or by any number of other circumstances. Local responders must be prepared to contain the incident area for an extended period of time until the appropriate response personnel arrive at the incident.

16. The Incident Commander may elect to contact the State of Nevada Division of Emergency Management and provide information for a computer modeling program in determining the plume area and its predicted growth based on existing weather conditions at the site.

17. State response to hazardous materials incident will be handled through the Nevada Division of Emergency Management and in accordance with the Nevada State Hazardous Materials Incident Response and Support Plan.

Concept of Operations

The first unit on-scene must quickly assess the size of the release/spill and identify the incident as a chemical release. This first response unit must assume charge, coordinate efforts to contain the area, identify the chemical, and if necessary, establish staging and decontamination zones, notify other first response units and prepare them prior to entry into the hot zone. (See Annex 6, Tab A for on-site incident checklist) **First response units without PPE must inhibit the instinctive reaction to immediately rescue distressed persons.** First response personnel who conduct rescues in the hot zone without PPE will likely be victims and become part of the problem.

Report any associated fires and alert emergency medical units to remain outside of the established hot zone at the staging area. Fires must be extinguished and life saving rescues must be conducted quickly.

Victim extraction must be conducted by personnel in appropriate PPE for the given incident. Those rescuers, either fire or law enforcement personnel, must extract and transfer victims to a decontamination area and process patients prior to ambulance entry. If a contaminated victim enters an ambulance, the ambulance is NO longer usable until completely decontaminated. The need for any ambulance will be critical and loss of an emergency asset will negatively impact the speed in transferring patients to required medical facilities.

Identifying the chemical with detection sensors or through the use of the Material Safety Data Sheet (MSDS) and activating the portable computer predictive models will determine plume size and area for any evacuation if this measure is necessary for the health of residents. This decision must come quickly. The increasing rate of the plume may prevent an evacuation and require notification of local residents in the affected area to shelter in-place. This decision must come quickly. Shelter in-place procedures may be preferred if a large population exists in a specific building downwind or downhill.

If the situation demands additional resources, contact the Lincoln County Emergency Management Director and offer recommendations in activating the EOC, requesting and coordinating specific capabilities or resources.

Many checklists are available in this Annex to first response units to quickly assume charge and take decisive action in mitigating the situation.

Notification Procedure

Initial notification of an incident will most likely begin with the Lincoln County 911 Dispatch. The dispatchers will obtain as much information as possible from caller to direct the level of response for the situation (i.e., fire, police, medical assistance, etc.). Once the first response teams arrive on-scene, the situation must be immediately assessed and contained with available resources at the given location. Lincoln County Sheriff's Office will be receiving reports. The Incident Commander (IC) may contact key county leaders, but the Lincoln County Emergency Management Director must be included when the initial report is received. The Lincoln County Emergency Management Director may consult with the IC and determine the incident level. The incident level will determine if the EOC must be activated based on recommendations from the IC, particularly if size and scope of the incident warrant additional resources. However, for Level III incidents, the EOC is required to be activated. If the EOC is activated, the Lincoln County Emergency Management Director will be responsible in supervising the operation of the EOC.

EOC Response

The situation will drive the IC in determining the need for activating the EOC. Monitoring the status of public services and infrastructure, and the progress of the Primary Response Objectives will be largely a coordination effort to ensure resources are available to support the effort. The EOC will be helpful in that support. Given the visibility and potential national interest of a hazardous material release incident, EOC activation is strongly encouraged.

Many State and Federal agencies will be interested and may deploy to the area. The IC and EOC must be able to integrate with those entities. With that integration, organizational and logistical issues will be their introduction to the local response capabilities. The IC and EOC must NOT assume those entities will accept control and/or responsibility immediately. Unless those entities specifically assume the responsibility, continue to mitigate the situation

Evacuation Routes

Evacuation routes may be necessary in expediting the flow and even distribution of traffic out of the affected area. Depending upon the incident site, environmental conditions, and the predicted plume, evacuation routes can be developed by the Incident Command and/or EOC, as the situation warrants.

The Incident Commander may determine that evacuation is not the best course of action. Proximity to the release may necessitate shelter in place procedures to minimize exposing residents to the agent.

State Emergency Response Committee (SERC) Requirement

Each County LEPC is required to complete an annual report for the State Emergency Response Committee (SERC). This report includes an annual review of the hazardous material response plan and record a hazardous materials release/spill exercise, drill or an actual release/spill event. The report used by the SERC is the NRT-1 A Checklist and due by January 31st annually. An example copy of the NRT-1 A Checklist is located in Tab C of this Annex.

Direction and Control – Command Post

Levels of Response

Hazardous materials incidents are categorized as Level I, II, or III depending on the severity of the incident. The criteria used to determine the level of an incident includes:

1. The characteristics of the hazardous material.
2. The nature of its release.
3. The area affected by the hazardous materials incident (populations, sensitive ecosystems, waterways, transportation routes, etc.).
4. The extent of multi-agency and multi-jurisdictional involvement.
5. Evacuations, injuries, or fatalities.

The determination of incident levels shall be a collective decision between the Incident Commander and an Initial Response Team (which may include the Lincoln County Emergency Management Director).

In ascending order of severity, these levels are defined as:

Level I

A minor situation within the capabilities of first response teams trained at the “operational” level. A Level I incident involves a release, or possible release, of a small amount of liquid, solid or gas of a known (identified) hazardous material. In addition, the agencies on-scene have the expertise and proper equipment to safely mitigate the incident.

1. As a minimum, a command post and an exclusion zone should be established with a Level I incident, and any movement of personnel into the exclusion zone should be limited to personnel entering for a specific reason and in the proper level of protective equipment.
2. An incident should be immediately upgraded to Level II for a release or potential release of an unknown hazardous material or suspected hazardous material.
3. Typical Level I incidents include:
 - a) Minor leaks or spills from a 55 gallon drum.

- b) Minor leaks or spills which can be handled with several shovels of an absorbent material readily available on-site.
- c) Minor leaks or spills within the capability of a driver or operator to correct and mitigate.
- d) Leaking valves on upright cargo tanks, which do not require the product to be immediately off-loaded.
- e) Release of chemicals which do not produce an environment which is immediately dangerous to life and health (IDLH) or above the Lower Explosion Limit (LEL) or a product, other than possible inside the transport vehicle.
- f) Leaks or spills of paint or batteries.
- g) Overturned, empty cargo tanks, which the Incident Commander determines to present no other hazards.
- h) Evacuations limited to a single intersection or building.
- i) Minor injuries to a small number of people and no fatalities.
- j) Agency response has adequate resources, technical expertise, training and equipment to safely mitigate the incident.
- k) Hydrocarbon spills in excess of legal reportable

quantities. **Level II**

Any incident beyond the capabilities of an agency with jurisdictional responsibility for the incident and requires response by the hazmat team. This jurisdictional responsibility can range from a small incident involving any amount of an unknown substance to a large incident involving multiple agencies and jurisdictions.

1. A Level II incident should be declared by the Incident Commander and the Initial Response Team if the incident involves a sufficient quantity of liquid or solid of a known hazardous substance or any quantity of an unknown material that has been released or offers the potential for release.
2. A Level II incident should be declared for the release of any quantity of a known solid, liquid or gas toxic material in a critical public area or for the release or potential release of any quantity of an unknown solid, liquid, or gaseous toxic material or suspected toxic material.

3. In a Level II incident, a formal and properly identified Command Post with a removed staging area, an Incident Safety Officer, and a Hazardous Materials Group must be established. Control zones must be established and maintained as early as possible, and evaluated and monitored throughout the incident. Localized evacuation may need to be implemented and outside agencies should be notified.

4. Typical Level II incidents include:

- a) One or more 55 gallon drums leaking considerable amounts of a known substance.
- b) A major liquefied gas leak due to puncture, crack, or crease of a large tank where ignition sources are a real threat.
- c) Overturned cargo tanks with a hazardous material on board.
- d) Train derailments not involving railroad tank cars filled with hazardous materials.
- e) A vehicle or train fire involving hazardous material or hazardous wastes.
- f) Leaking cargo tanks with hazardous material on board whose structural integrity is in question.
- g) Incidents involving a fatality or serious injury attributed to the hazardous substance.
- h) Evacuations consisting of an apartment complex, city block, or large facility with many employees.
- i) A large spill of flammable liquids where ignition sources pose a serious threat.
- j) A fire that poses serious threat of a boiling liquid expanding vapor explosion (BLEVE).

Level III

The incident may be lengthy in duration and may necessitate large-scale evacuations. A Level III incident will likely involve multiple agencies and jurisdictions, as well a resources from the private sector (including chemical manufacturers) and voluntary organizations.

1. Examples of Level III incidents include:

- a) Those incident involving large-scale evacuations that may extend beyond jurisdictional boundaries.

Section 2 – Annex 6, Tab A

- b) Any spill, leak, or fire involving hazardous materials that has gone to greater alarms.
- c) Any incident beyond local capabilities and resources (including the hazmat team) to safely identify, contain and mitigate.
- d) Train derailments involving railroad tank cars containing hazardous materials.
- e) Flammable liquids or gas cargo tank or railroad tank cars involved in or threatened by fire.
- f) Major leaks of compressed or liquefied gas cargo tanks or railroad tank cars caused by puncture or major structural damage.
- g) Activate EOC.

Incident Conditions	Incident Level		
	I	II	III
Product identifications	Placard not required, NFPA 0 or 1 all categories, all Class 9 and ORM-D	DOT placarded, NFPA 2 for any categories, PCBs without fire, EPA regulated waste	Class 2, Division 2.3 – poisonous gases, Class 1, Division 1.1 – explosives, organic peroxide, flammable solid, materials dangerous when wet, chlorine, fluorine, anhydrous ammonia, radioactive materials, NFPA 3 & 4 for any categories including special hazards, PCBs & fire, DOT inhalation hazard, EPA extremely hazardous substances, <u>and cryogenics</u>
Container size	Small [e.g., pail, drums, cylinders except 910kg (1 ton), packages, bags]	Medium [e.g., 910kg (1 ton) cylinders, portable containers, nurse tanks, multiple small packages]	Large (e.g., tank cars, tank trucks, stationary tanks, hopper cars / trucks, multiple medium containers)
Fire / explosion potential	Low	Medium	High
Leak severity	No release or small release contained or confined with readily available resources	Release may not be controllable without special resources	Release may not be controllable without special resources
Life safety	No life-threatening situation from materials involved	Localized area, limited evacuation area	Large area, mass evacuation area
Environmental impact (potential)	Minimal	Moderate	Severe
Container integrity	Not damaged	Damaged, but able to contain the contents to allow handling or transfer of product	Damaged to such an extent that catastrophic rupture is possible

Planning Guide to Determine Incident Levels for Response

Table 2-1*

* -- Table was duplicated from NFPA 471 – Responding to Hazardous Materials Incidents, 2002 Edition

Notification Chart

Response Level	Description	Contact
<p>I Potential Emergency Condition</p>	<p>An incident or threat of a release which can be controlled by the first involved structure or the immediate outdoor area. The incident is confined to a small area and does not pose an immediate threat to life or property.</p>	<ul style="list-style-type: none"> ✓ Fire Department ✓ Emergency Medical Services ✓ Law Enforcement ✓ Partial EOC Staff ✓ Public Information Office
<p>II Limited Emergency Condition</p>	<p>An incident involving a greater hazard or larger area which poses a potential threat to life or property and which may require a limited evacuation of the surrounding area.</p>	<p>All Agencies in Level I</p> <ul style="list-style-type: none"> ✓ Level “A” HAZMAT Teams ✓ Partial EOC Staff ✓ Public Works Department ✓ Health Department ✓ Red Cross ✓ County Emergency Management ✓ NHP ✓ Public Utilities ✓ CHEMTREC ✓ Nat’l Response Center
<p>III Full Emergency Condition</p>	<p>An incident involving a severe hazard or a large area which poses an extreme threat to life and property and will probably require a large scale evacuation; or an incident requiring the expertise or resources of County, State, Federal, or private agency organizations.</p>	<p>All Level I and II Agencies plus the following as needed:</p> <ul style="list-style-type: none"> ✓ Mutual Aid, Fire, Police, Emergency Medical ✓ Full EOC Staff ✓ NDEM ✓ NDEP ✓ Nevada Division of Health ✓ EPA ✓ USCO ✓ ATSDR ✓ FEMA ✓ OSC/RRT

Table 2-2

Hazardous Materials Response Teams

SARA Title III and OSHA mandates that all emergency personnel who respond to a hazardous materials incident shall be trained to the level that he/she is expected to perform at the incident. The training standards (below) list the minimum requirements established by OSHA 1910.120(q) for the various levels of training. We recognize NFPA 471, 472, and 473 as training standards that meet or exceed the minimum requirements established by OSHA.

The OSHA standard establishes minimum requirements for training emergency response personnel who may be required to respond to hazardous materials incidents. These personnel are required to complete training that is based on the duties and functions that they will perform at a hazardous materials incident. All personnel must receive training prior to being permitted to act in actual emergency operations at an incident involving hazardous materials. Four training and competency levels are recognized in Lincoln County:

1. First Responder Awareness
2. First Responder Operational
3. Hazardous Material Technician
4. On-Scene Incident Commander

Industries in Lincoln County require the use of hazardous materials. Given its remote location and the potential for incidents on-site or on the major thoroughfares, Lincoln County’s LEPC is determined to **plan for, train to and maintain a hazardous material operations level response capability**. This “operations” level response capability will best serve the needs of the community in protecting its residents. The operations response capability will meet the minimum protection demands for the area. A “technician” level response will place a large demand on its volunteer personnel and funds to maintain the exhaustive frequency of the required training. An “awareness” level response is insufficient to meet the objectives in protecting its citizens, property, and environment given the remote location of the towns. A protracted response in waiting for units from Reno to mitigate the release increases the risk in exposing residents and the damage to the environment. An operations response capability will reduce the risk of exposure to residents and the damage to the environment without placing too much of burden on its volunteers and training funds.

Certification

Department Certificates as a First Responder Awareness, First Responder Operational, Hazardous Material Technician, and On-Scene Incident Commander are issued by the responsible agencies for their respective personnel.

- **First Responder Awareness** – Emergency response personnel who are likely to witness or discover a hazardous substance release and have been trained to initiate an emergency response sequence by notifying the authorities of a release.

- **First Responder Operational** – Emergency response personnel who will respond to the scene of a hazardous materials release for the purpose of protecting nearby persons, property, and the environment from the effects of the release and will perform in a primarily defensive fashion from a safe distance will complete the 8 hour First Responder (Operational Level) Course.

First Responder Operational trained personnel may perform limited support functions within the limited access zone if specifically trained in the function and then only when directly under the control of qualified personnel (A more complete description can be found in “State of Nevada Occupational Safety health Standards For General Industry”) [29 CFR Part 1910.120(q)].

- **Hazardous Material Technician** – Emergency response personnel who respond to a hazardous materials release for the purpose of stopping the release and assume a more aggressive role than the first responder at the operations level. They may take offensive actions at the point of release to establish control and/or stop the release. Technicians must complete the required classes as outlined (see NFPA 472) and successfully complete a written and practical examination. (A more complete description can be found in “State of Nevada Occupational Safety Health Standards For General Industry”) [29 CFR Part 1910.120(q)]
- **On-Scene Incident Commander** – Personnel who respond to the scene of a hazardous materials release for the purpose of assuming the role of Incident Commander shall be trained to the first responder operations level. In addition, those designated personnel shall have completed a hazardous materials command-specific program which meets the minimum requirement as set forth by OSHA 29 CFR 1910.120(q). (A more complete description can be found in “State of Nevada Occupational Safety Health Standards For General Industry”) [29 CFR Part 1910.120(q)]

Re-Certification – Department certification and re-certification as a First Responder Operational, Hazardous Material Technician, and On-Scene Incident Commander is issued by each of the agencies for their respective personnel.

- **First Responder Operational** – First responder operations certified personnel shall complete an annual refresher class based on First Responder Operational Level competencies as cited in most current edition of NFPA 472.
- **Hazardous Material Technician** – Hazardous materials technician certified personnel shall demonstrate proficiency in all required competencies, and achieve a passing score on the re-certification exam in January of each year to maintain their certification as cited in most current edition of NFPA 472.
- **On-Scene Incident Commander** – On-scene commander certified personnel shall, in addition to first responder operations re-certification, complete an annual competency based hazardous materials command module re-certification.

Documentation – All hazardous materials specific training shall be documented by the respective training division. Two hard copies and redundant electronic copies of every person's qualifications and training records will be kept in a database that all parties can access easily. Federal agencies require that proof of qualification and training records for all response personnel be available at all hazardous materials incidents.

Equipment

Lincoln County Hazardous Material Response Team maintains a mobile capability for equipment. This mobile capability provides for storage, readily deployable and an on-site facility to don Personal Protective Equipment (PPE).

Lincoln County LEPC must ensure procedures are established for PPE inspections and maintenance to ensure reliability in accordance with manufacture standards.

Medical Training

Each agency who routinely participates in the care of victims of a hazardous materials incident is responsible to assure adequate training for the personnel. OSHA guidelines must be followed. Personnel training should include but not be limited to:

1. Recognition and notification of a hazardous situation and knowledge of first line response.
2. Protective equipment, supplies, and procedures.
3. Handling of contaminated victims, decontamination.
4. Special medical treatment protocols.
5. Communications and interface with responders.
6. Awareness of types of hazardous materials in the community.

- Conduct Briefing of All Branch/Division/Group Officers to Develop Tactical Options
- Advise Incident Commander of Tactical Options and Recommendations

6. Control, Containment and Confinement

- Review Tactical Options with Entry Personnel
- Coordinate All Operations with the Safety Officer
- Will Decontamination be required after Entry Operations?

f Yes **Implement Decontamination Procedure Prior to Entry** *f*

No **Continue**

7. Decontamination Procedures

- Determine and verify Decontamination Procedures
- Decontamination Area in Place and Fully Staffed

8. Entry Team Procedures

9. Termination Procedures

- Ensure All Personnel are Briefed as Necessary
- Signs and Symptoms of Exposure Provided
- Personnel Exposures Documented

Site Safety Plan

To ensure that personnel will conform to standard operating safety procedure and safe operating safety practices, a site safety plan should be developed, with input from the safety officer and Hazmat Safety, for all phases of the operation. All personnel should be made familiar with this. It should be written and posted. As a minimum, the site safety plan must:

Site Safety Plan Elements

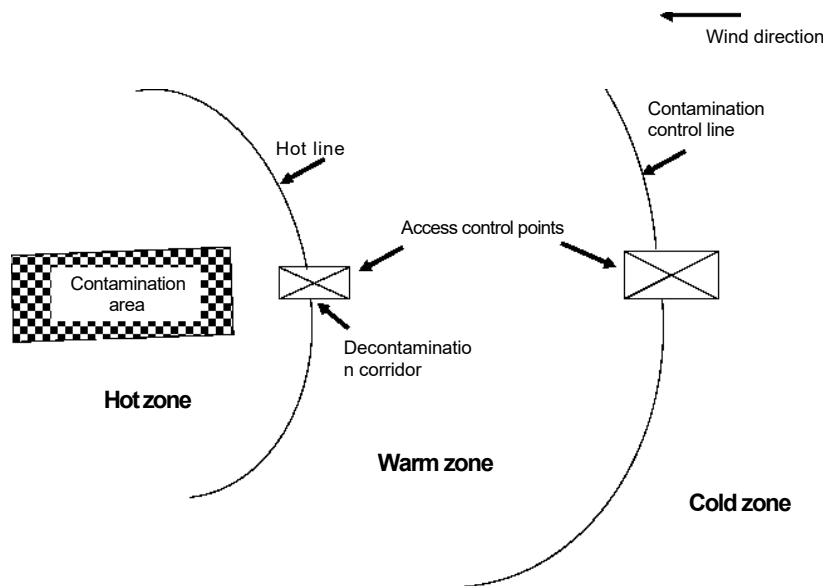
- Evaluate the risks associated with the operations to be conducted.
- Identify key personnel to ensure incident safety such as personnel accountability in tracking entry/departure into/out of control zones and rotating personnel into shifts.

- Address levels of personal protective clothing and equipment.
- Designate the boundaries of the control zones.

f Hot zone – the area immediately surrounding the hazardous materials incident location, extending far enough to prevent adverse effects outside of this zone.

f Warm zone – the area where personnel and equipment decontamination, and hot zone support take place. This area includes control points for the access corridors into the hot zone to monitor and reduce the spread of contamination.

f Cold zone – the area where command post and support functions take place to control the incident. This area is to free and clean of contaminants.



Control Zones
Figure 2-6*

* -- Figure was duplicated from NFPA 471 – Responding to Hazardous Materials Incidents, 2002 Edition

- Establish decontamination procedures for personnel and equipment.
- Determine, control, and monitor the number of personnel operating within designated control zones.
- Establish emergency procedures (i.e. escape routes, communications, Back-up Teams, hand signals, etc.).
- Examine potential ignition sources or ignitable materials.

Section 2 – Annex 6, Tab A

- Notify nearest medical facility and arrange for emergency care of potential toxicological problems.
- Implement a program for periodic air sampling and personnel monitoring.

Direction and Control – EOC / Command

Actions

These actions may include, but are NOT limited to:

- Coordinate and organize EOC and functional areas
- Review emergency response objectives and assign priorities based on the overall situation
- Create an Incident Log for significant events
- Create a task log to task and monitor actions being performed
- Determine from Operations (or the Incident Commander, if known):
 - > When the time of hazardous material release/spill was
 - > Where the incident location was
 - > What the hazardous material was, if known
 - > How many people were injured/deceased, if known
 - > Where the hot zone is, when determined
 - > If chemical incident, determine whether the IC has established contact with CHEMTREC.
 - > Request whether IC has requested a computer plume model from CHEMTREC. If not, evaluate the affected area and determine if shelter in-place or evacuation is recommended and projected areas affected. If no plume modeling has not been conducted, task Planning Section immediately once agent is known
- As a precautionary measure, ensure all law enforcement units do not respond to the incident area
- Ensure/verify the Hazmat team and their equipment in the trailer is en route to the site
- Actively request status reports on rescue efforts and injuries
- Coordinate with appropriate decontamination/medical unit to ensure each patient is accounted for and maintain condition status
- Develop and broadcast a public announcement / notification with the designated Public Information Officer
 - > Advise residents of the situation
 - > Request residents to avoid using the roadways unless a life-threatening injury will endanger the survivor
 - > Notify the residents of periodic status reports to keep them informed and calm
 - > When designated and operational, publicly notify residents of the nearest shelter location via radio, if available
- Assess the extent of threat/damage to critical infrastructure
 - > Check water supply systems
 - > Assess electrical systems
 - > Report unusable roads
 - > If breaks in natural gas lines or at petroleum stations, secure supply sources immediately to avoid fires
- Direct a team of engineers to examine the structural soundness of facilities in the area
 - > Consider use of the Lincoln County Schools as shelter locations, if necessary or practical

- Review Communications Plan to verify nets, frequencies and protocols
- Notify Nevada State Division of Emergency Management of the situation, if not completed by the IC
- Draft Emergency Declarations, as directed or needed
- Notify pertinent Federal agencies

Command Staff

Public Information Officer

- Draft public notification plan and public release statements and submit them to the EOC/IC
- Designate media area
- Develop plan for daily press / media briefs
- Develop plan for information dissemination at each shelter location
- Coordinate with the designated Public Information Officer to ensure continuity between County Commissioners and IC

Safety Officer

- Observe rescue operations to avoid extraordinary and unnecessary risk taking.
- Evaluate each shelter site / cold zone, if established, to ensure adequate habitability with available resources, if able.
- Monitor rescue / decontamination personnel for fatigue.

Operations

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
 - Coordinate rescue efforts and determine manpower availability
- Note: Avoid placing all law enforcement manpower at the incident site to allow personnel rotation**
- Consider the following groups for rescue support
- > Off-duty Sheriff's deputies – regular and reserve staff
 - > Off-duty Fire Department personnel
 - > Lincoln County Search and Rescue (SAR)
 - > Lincoln County School District Transportation Personnel
 - > Consider submitting requests for additional emergency support through Nevada State Division of Emergency Management
 - > Volunteer support may be available, but ensure the volunteers understand that some actions require formal training and they may not be authorized to perform those functions or activities
- Place detection sensors, if available, in plume area to monitor agent progress
 - Update Logistics section of plume area and time to ensure no contaminated evacuees enter the shelter facility
 - Report status of fires, if any, to the Command section
 - Request additional emergency medical services, as required
 - Advise on-duty and recalled off-duty/reserve law enforcement officers to be observant of potential looting or any civil disturbances

Planning

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Collect damage assessments and determine level of assistance
 - 3/4 Consider requesting National Guard for security, if civil disturbance increases
 - 3/4 Submit recommendations for courses of action to the Command Section
- Obtain latest computer plume modeling from the EOC, if Incident Command has not performed the task
- Develop plan for debris removal and critical infrastructure restoration, as necessary
- Review Special Population list (See Annex 6, Tab F) and determine whether assistance in evacuating or sheltering is required
- Develop plan to integrate and stage local area county, State, and Federal agencies as well as non-governmental organizations such as the Red Cross
- Contact local hospital / clinics to inventory available antidotes based on HAZMAT
- Designate/assign volunteers personnel (such as pastors, counselors, mental health professionals, etc.) into Crisis Intervention Stress Management teams and send them to each shelter site to ease the psychological stress of the event
- Coordinate with the Public Information Officer to designate a media area
- Designate an area, create list of volunteer support and assign volunteers where needed
 - 3/4 Consider expertise and transportation of volunteers to assigned groups

When the initial crisis has stabilized:

- Develop a recovery plan to prioritize actions and restore county facilities and services
- Liaison between State and Federal agencies for short and long term recovery options

Logistics

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Determine / project Equipment / Supplies and forward lists to Finance/Admin Section for possible contracting equipment, stores, and/or services
- Order and obtain heat sources and fuel supplies during winter
- Implement measures to restore critical infrastructure
- Coordinate meals and water for rescue personnel to be delivered on-site
- Arrange for portable toilets for on-site use by rescue personnel beyond the hot zone
- Establish a nearby shelter site (i.e., Lincoln County Schools and/or other suitable facilities) for displaced families / refugees, if any, well beyond the hot zone
 - > Develop a standardized set of in-processing procedures to account for each evacuee at the shelter location. Submit daily reports to Finance/Administration Section
 - > Verify the originating location of evacuees and confirm no HAZMAT has contaminated evacuees
 - > Develop plan for food distribution and replenishment at the site
 - > Ensure fresh water tanks are readily available at the shelter site and replenishment cycle
 - > Develop plan for medical and veterinary support at each location
 - > Develop plan for communication at the shelter site
Coordinate with the IC to determine if RACES operator and equipment can be deployed at the shelter site
 - > Develop plan for sheltering
 - > Establish staging area for shelter supplies and coordinate with the Red Cross
 - > Allow Crisis Intervention Stress Management teams to comfort displaced families at each shelter
- Designate a mortuary affairs area, if necessary
 - > Procure / obtain refrigeration units through the Logistics or Finance/Administration Sections
 - > Ensure accurate accounting and location of deceased persons

Finance/Administration

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Notify businesses of required equipment / supplies, if available locally, and contract for equipment, stores, and/or services
- Procure food, supplies, and equipment as necessary
- Coordinate with Planning Section and maintain an updated list of volunteers and their organizational assignment
- Establish various accounting reports for all goods, services and labor costs (include volunteer support)
- Maintain and update a central list of:
 - 3/4 Displaced families and residents for each shelter location
 - 3/4 Deceased persons accounted for at the mortuary affairs
 - 3/4 Volunteers, location and current assignment
- Prepare for integration of state and federal funding assistance

Departmental Hazardous Material Release/Spill Checklists

The attached checklists are guides for on-site actions performed by specialized experts and county departmental representatives in mitigating a hazardous material release and/or spill. The following departments and areas of expertise are contained in this Tab and in the order listed below:

Emergency Management	PG - 26
Emergency Medical Services	PG - 27
Fire Services	PG - 28
Health Nurse	PG - 29
Initial HAZMAT Response Team	PG - 30
Law Enforcement	PG - 31
Public Works Department	PG - 32
(American) Red Cross	PG - 33
Road Department	PG - 34
Spiller	PG - 35

Emergency Management Checklist

ACTIONS	TIME/INITIALS
1. Report to Command Post (CP)	
2. Don identification vest, if available	
3. Establish communications with IC	
4. Obtain situation briefing from IC	
5. Obtain missions from IC, may include:	
a. Contact: RACES, Elected Officials/ jurisdictions and PIO's	
b. Activate and Supervise EOC, as necessary	
c. Access Cameo for hazmat info	
d. Update DEM on situation	
e. Coordinate request for special resources	
f. Assist/coordinate evacuations	
6. Move vehicles and equipment to staging/base areas as directed.	
7. Formulate plan, procure equipment and personnel, execute plan.	
8. Demobilization	
9. Reports and critique	

Emergency Medical Services Checklist

ACTIONS	TIME/INITIALS
1. Report to Command Post (CP)	
2. Don identification vest, if available	
3. Establish communication with IC	
4. Obtain situation briefing from IC	
5. Obtain missions from IC, may include:	
a. Establish casualty collection points	
b. Provide on site treatment to victims	
c. Verify no contamination exists on clothing prior to transporting victims/patients	
d. Transport victims/patients to hospitals	
6. Move vehicles and equipment to staging/base areas as directed.	
7. Formulate plan, procure equipment and personnel, execute plan.	
8. Demobilization	
9. Reports and critique	

Fire Service Checklist

ACTIONS	TIME/INITIALS
1. Report to Command Post (CP)	
2. Don identification vest (if available)	
3. Establish communications with IC and others	
4. Obtain situation briefing from IC	
5. Obtain missions from IC, may include:	
a. Conduct life saving operations, if possible.	
b. Recommend Level (I, II or III) of emergency to IC.	<hr/>
c. Establish Hot, Warm and Cold Zones (ERG)	
d. Extinguish fires as conditions permit.	
e. Conduct hazmat operations.	
6. Move apparatus and equipment to staging areas or base areas as directed.	<hr/>
7. Formulate plan, procure equipment and personnel, execute plan.	
8. Ensure evidence pertaining to criminal or accident investigation is preserved.	<hr/>
9. Demobilization	
10. Reports and Critique	

(County) Health Nurse Checklist

ACTIONS	TIME/INITIALS
1. Report to Command Post (CP).	
2. Don identification vest, if available.	
3. Establish communication with IC.	
4. Obtain situation briefing from IC.	
5. Obtain missions from IC, may include:	
a. Assist/Assess hazmat health effects	
b. Assist/Test water, air, food, soil	
c. Assist Coordinate medical services	<hr/>
d. Provide medical advice and treatment	
6. Move vehicles and equipment to staging/base areas as directed.	<hr/>
7. Formulate plan, procure equipment and personnel, execute plan.	<hr/>
8. Demobilization	
9. Reports and critique	

Initial HAZMAT Response Team Checklist

ACTIONS	TIME/INITIALS
1. Observe the situation from a safe distance. Approach cautiously, from upwind if possible, resist the urge to rush in.	_____
2. Identify the hazards, use binoculars to read placards. Refer to most current DOT EMERGENCY RESPONSE GUIDEBOOK.	_____
3. Deny access. Without entering the immediate hazard area do what you can to isolate the area and ensure the safety of people and the environment.	
4. Establish ICS, if qualified: request additional aid (fire, EMS, Law Enforcement, etc.)	
5. Report to 911 Dispatch Center <ul style="list-style-type: none"> a. Location and description of incident b. Material and quantity involved c. Injuries and or fire involved d. Scene description (traffic, weather, etc.) 	
6. Obtain technical help, if needed, such as weather data.	
7. Decide on site entry. Any efforts you make to rescue persons or protect property or the environment must be weighed against the possibility that you could become part of the problem.	
8. Request involved persons to remain at the scene.	
9. Above all-Don't walk into or touch spilled material. Avoid inhalation of fumes, smoke or vapors. DO NOT ENTER THE INCIDENT AREA WITHOUT PROPER PROTECTIVE CLOTHING AND EQUIPMENT.	
10. Serve as the scene communications point until help arrives.	

Law Enforcement Checklist

ACTIONS	TIME/INITIALS
1. Report to Command Post. (CP)	_____
2. Don identification vest if available	_____
3. Establish communications with IC	_____
4. Obtain situation briefing from IC	
5. Obtain missions from IC-may include:	
a. Bomb Disposal for explosives	
b. Dispatch Mobile Communication Center	
c. Provide security (crowd and traffic) at the scene	_____
d. Establish and maintain the cold line	
e. Perform sheltering/evacuation notification	
f. Provide security at staging areas	
g. Patrol evacuated areas (if safe)	
h. Investigate accident scene, preserve evidence	
6. Move vehicles and equipment to staging/base areas as directed.	_____
7. Formulate plan, procure equipment and personnel, execute plan	_____
8. Maintain coordination with EOC if activated	_____
9. Demobilization	
10. Reports and critique	

Public Works Checklist

ACTIONS	TIME/INITIALS
1. Report to Command Post (CP)	
2. Don identification vest, if available	
3. Establish communication with IC	
4. Obtain situation briefing from IC	
5. Obtain missions from IC, may include:	
a. Protect waste treatment facilities	
b. Protect public water supplies	
6. Move vehicles and equipment to staging/base areas as directed.	_____
7. Formulate plan, procure equipment and personnel, execute plan.	_____
8. Demobilization	
9. Reports and critique	

American Red Cross Checklist

ACTIONS	TIME/INITIALS
1. Report to Command Post (CP)	
2. Don identification vest, if available	
3. Establish communications with IC	
4. Obtain situation briefing from IC	
5. Obtain missions from IC, may include:	
a. Open/operate shelter for evacuees, request info from IC on dangerous down wind areas.	_____
b. Provide supplementary health services.	
c. Provide canteen service for evacuees and response personnel.	
d. Coordinate with other relief agencies.	
e. Provide Disaster Welfare Inquiry service for relatives of victims.	_____
6. Move vehicles and equipment to staging/base areas as directed.	_____
7. Formulate plan, procure equipment and personnel, execute plan.	_____
8. Demobilization	
9. Reports and critique	

Road Department Checklist

ACTIONS	TIME/INITIALS
1. Report to Command Post (CP)	
2. Don identification vest, if available	
3. Establish communications with IC	
4. Obtain situation briefing from IC	
5. Obtain missions from IC, may include:	
a. Designate alternate routes, traffic signs	
b. Remove debris from roadways	
c. Provide equipment, personnel and materials to trench, absorb, or dike hazard.	
6. Move vehicles and equipment to staging/base areas as directed.	_____
7. Formulate plan, procure equipment and personnel, execute plan.	_____
8. Demobilization	_____
9. Reports and critique	

Section 2 – Annex 6, Tab C

Spiller Checklist

ACTIONS	TIME/INITIALS
1. Notify 911 dispatch	
2. Initiate containment measures/activate facility hazmat plan.	
3. Report to Command Post (CP)	
4. Don identification vest, if available	
5. Provide technical information and expertise to IC	
6. Assist IC in developing safety and action plans, procuring necessary equipment and personnel, and executing the plan.	<hr/>
7. Demobilization	
8. Initiate decontamination, clean-up activities	
9. Assume responsibility for disposal and financial impact of release.	

NRT-1A Checklist

State Emergency Response Commission

Planning and Training Sub-Committee

County:

Date: **11/24//2023**

1. Identify facilities subject to TIER II reporting requirements and identify transportation routes.

Page # (s):

2. Describe Emergency Response Procedures to be followed, on and off site.

Page # (s):

3. Designation of Community Coordinator and Facility Coordinator(s) to implement the Plan.

Page # (s):

4. Outline Emergency Notification Procedures.

Page # (s):

5. Describe methods for determining probable affected areas and populations by releases.

Page # (s):

6. Describe Emergency Equipment in the Community and at Facilities and the persons responsible for them.

Page # (s): _____

7. Outline Evacuation Plans.

Page # (s):

8. Provide a Training Program for Emergency Responders.

Page # (s):

9. Provide methods and schedules for exercising Emergency Response Plans.

Page # (s):

Remarks/Overall Comments:

Derek Bowman

Reviewed By

11/24/2023

Date

EXERCISE/INCIDENT & HAZARDOUS MATERIALS PLAN CHECKLIST

A Complete Exercise/Incident Must Include the Following

- Completed & Signed Exercise Reporting Form (choose only Exercise or Incident)
- Narrative Explaining the Event, to include:
 - How the Hazmat Materials Plan was used
 - What Corrective Actions, if any, were identified
 - Hazardous Materials used as part of the event
 - Event happened in previous calendar year

A Complete Hazmat Materials Plan Must Include the Following

- The Plan was reviewed within the last year, and:
 - The entire Plan has been updated or
 - Individual inserts have the date noting when the insert was updated
- LEPC Minutes approving the updated Plan
- Completed Level of Response Questionnaire
- Current Letter of Promulgation
- Current Contact List
- Current Equipment List
- Completed NRT-1A, to include:
 - Correct page numbers to match the Hazmat Materials Plan
- Level of Response is noted in the Plan
- Facilities List with Tier II facilities easily identified**
Facility Reports have been created in the Online Hazmat Reporting System: All Facilities / Tier II Facilities
- Current** Training Program and Schedule
- Current** Exercise Program and Schedule

BEST PRACTICE WILL Include the Following

- Exercise/Incident Report – Corrective Actions from previous year exercise incorporated into this year's exercise

- Plan – Corrective Actions from Previous year exercise incorporated into the Plan updates
- Plan – Detailed information how emergency responder is to learn about/sign up for training

Hazardous Materials Release / Spill Medical Response Plan

Table of Contents

Introduction..... 2

- Overview of Agency Responsibilities..... 2
- Activation..... 3
- Treatment..... 3

Pre-hospital Operations 4

- Lincoln Dispatch 4
- First On-Scene and Scene Safety 4
- Incident Command System (ICS) 4
- Medical Group Supervisor/Branch Director Responsibilities..... 5
- Hazmat Team Support Services 5
- Perimeters..... 6
- Victim Triage and Patient Care..... 6
- Decontamination 6
- Preparation for Patients and Ambulances for Transport 7
- Scene-to-Hospital Communications..... 7
- Decontamination of Personnel, Equipment and Vehicles 7
- Corpses..... 7
- Patient Valuables on Scene 7
- Use of Helicopters..... 8

Hospital Emergency Department Operations..... 8

- Notification..... 8
- Walk-ins 8
- Emergency Department Preparation 8
- Patient Valuables in the Emergency Department..... 9

Training 9

Hazardous Materials Release / Spill Medical Response Plan

Introduction

This Tab identifies special considerations for medical responders providing care to victims of a hazardous materials release / spill incident. Primary consideration is given to provide immediate treatment to victims/patients; establish a communication network maintaining each agency participant informed about the type of hazardous materials and their nature; to implement appropriate safeguards and procedures as indicated in the presence of hazardous materials, and to effectively interface activities of medical personnel to ensure maximal safety. If a hazardous material incident results with only a few victims, this document can stand alone from a planning and guidelines approach. For multiple victims/patients, a Multiple Casualty Incident Plan may be activated.

Under Section 323 of the Superfund Amendments and Reauthorization Act (SARA) Title III, in a medical emergency, an owner or operator of a facility is required to provide the patient's physician, or nurse, information about on-site chemicals for treatment of the medical emergency, even if the information is proprietary in nature.

Overview of Agency Responsibilities

The following are primary agency responsibilities as related to a Hazardous Material Incident:

- 1. Responding Fire Departments/Hazardous Materials Response Team** mitigate hazardous material releases; establish incident control and safety zones; supervise rescue and decontamination process to facilitate safe transportation and treatment of victims and incident personnel, equipment and vehicle, communicate chemical identification, medical care, safety and other information to the Medical Branch Director to complete the Hazardous Spill Emergency Information Form.
- 2. Lincoln 911 Dispatch** is the major communication link to keep medical personnel on and off scene informed, and as they receive more information will relay the identity, nature and special health and treatment information regarding the hazardous materials involved. Dispatch can forward information to the closest medical facility or hospital that will treat injuries.
- 3. Responding Ambulance Providers** provide triage, treatment and transport of decontaminated patients, fill ICS medical branch positions, and provide medical support services to the Hazardous Materials team member.
- 4. Receiving Medical Facilities** prepare to receive patients exposed to hazardous materials either transported from the scene who may require secondary decontamination or primary decontamination for walk-in patients, provide an agency representative to the scene as appropriate or when requested, implement safeguards and protective procedures, and provide follow-up health information to patients if available. The primary method of hospital to scene

communication is for the hospital to contact Medical Dispatch who will coordinate medical information through the Medical Branch Director.

5. **Social Services/Red Cross** arrange and manage evacuation/relocation shelters. They may contact the Incident Command or Medical Branch Director for information on symptoms and treatment regarding the hazardous materials to which shelter victims may have been exposed.

All participating agencies are responsible for all record keeping of medical operations and extraordinary associated costs during the incident to participate in critiques and potential recapture of incident costs.

Activation

The 911 Centers routinely make notification of hazardous material spills in our community as ambulances respond to provide back-up Advanced Life Support (ALS) Ambulance service to the responding fire agencies to meet Occupational Safety and Health Agency (OSHA) requirements, or are contacted to provide transport if victims are ill or injured. The 911 Centers also provide notification of hazardous material spills to multiple other agencies. The 911 Centers will supply and update ALS services with information such as the type of hazardous materials (solid, liquid or gas); properties such as flammable, explosive, etc.; if materials are burning, the potential number of people exposed or injured; the location and identity of the Incident Commander; the location of staging or patient loading areas; ingress and egress information, the best upwind route, etc.

Treatment

Currently, no specific agency has been assigned the sole responsibility of coordinating all treatment information. The new nationwide emergency number for the Poison Control Center is **1-800-222-1222**, the Agency for Toxic Substances and Disease Registry (ATSDR) (24 hour service, **1-770-488-7100**), and CHEMTREC (**1-800-262-8200**) all have 24-hour numbers as noted. The Poison Control Center and ATSDR have a Ph.D. and medical toxicologist on call for advice on a 24-hour basis. CHEMTREC provides MSDS information from their broad database and can also link callers to physicians working with the San Francisco Regional Poison Control Center for medical treatment information.

All of the acute care hospitals have a copy of ATSDR's "Managing Hazardous Materials Incidents, Medical Management Guideline for Acute Chemical Exposure, Volume III". The guidelines contain 27 chemical specific (plus and unknown chemical) protocols. These protocols provide information on chemical description, acute and chronic health effects, pre-hospital management (including triage, decontamination, PPE, etc.), Emergency Department management and patient information (discharge instructions).

Some of the antidotes that may be needed for patients are not routinely carried or are carried in only minimal amounts on ambulances. Therefore, early antidote identification and procurement by medical facilities is a prime consideration.

Section 2 – Annex 6, Tab D

Pre-hospital Operations

Lincoln Dispatch

Lincoln Dispatch will dispatch a(n) ambulance(s), and when know, advise them of safe access routes, the type of hazardous materials, the number of people exposed or injured, the ambulance staging area for patient loading, the location and identity of the Incident Commander, and any information they have on the type or properties of the chemicals involved.

Lincoln Dispatch must advise the hospitals when the incident is terminated and/or all patients have been transported due to the amount of staff and equipment committed from the hospitals that are available to provide decontamination.

First On Scene and Scene Safety

1. Before approaching any scene, look for signs of a hazardous material. Never assume any spilled material is safe. Use precautions and know limitations.
2. All persons involved in the incident must act to “isolate” the incident, i.e., minimize the number of persons involved, provide relief teams, minimize time on the scene, secure the area, and use standardized, safe techniques.
3. The first unit will, after identifying a hazardous materials incident, review HAZMAT Resources for initial response guidelines and perimeter control. The appropriate fire jurisdiction will be advised, and ambulance personnel will remain behind the recommended perimeter until the fire department arrives on scene and determines the scene is safe.
4. If the incident meets mass casualty activation criteria, the first fire or ambulance personnel shall alert Lincoln Dispatch. When the first arriving ambulance arrives on scene, they shall consult with the Incident Commander and confirm the mass casualty incident with Lincoln Dispatch.
5. Identify substances, if possible, only from a safe distance.
6. Wait for Fire services to arrive on scene before attempting care for any victims within the hot zone.

Incident Command System (ICS)

The Incident Commander and Safety Officer have the critical responsibility to assure that the appropriate decontamination, personal protective equipment (PPE) and treatment information is provided both to scene personnel and off scene agencies who will receive patients or contaminated incident personnel. They are also responsible for ensuring that shelter managers

receive information on monitoring evacuees for potential symptoms and hospitals are notified of the final determination of the chemical released/spilled, which is sometimes hours or days after the incident occurs.

On-scene decontamination of all victims and resources is a top priority. In all instances, clear risk information must be provided to the ambulance personnel so precautions and correct transport decisions can be carried out.

The Hazardous Materials Response team will provide triage information during the decontamination of the victims to the Medical Branch personnel.

Medical Group Supervisor/Branch Director Responsibilities

This group of actions is only a partial list specific to hazardous materials incidents, which include but is not limited to:

1. The Medical Branch Director will assume overall medical responsibilities after being briefed and assigned by the Incident Commander. IC will also obtain an update from on scene medical personnel.
2. Integrate and coordinate emergency medical services with HAZMAT team.
3. Coordinate medical treatment information for victims and incident personnel.
4. Coordinate and implement monitoring of hot and warm zone personnel. This coordination will be conducted from the cold zone.
5. Coordinate ambulance staging areas with Safety Officer and Operations Chief.
6. Arrange for immediate turnaround of ambulance at hospitals. Units will be designated as primary transport units that must return to the incident site for further transport assignments to ensure minimal contamination of limited transport resources.
7. Consider the safety of responding air ambulance units and their staging areas.
8. Obtain protective clothing and equipment for medical personnel, as needed and available.
9. Maintain close liaison with safety officer to update medical personnel regarding scene safety issues.
10. Consider utilizing hospital base stations and other sources such as the Regional Poison Control Center, ATSDR, etc. as a resource for information regarding

decontamination and treatment, and alert Lincoln Dispatch immediately of any potential for receiving victims.

11. Utilize on-scene hospital representatives if present for scene-to-hospital updates on pertinent chemical identification, treatment and decontamination information.
12. After completion of medical operations, coordinate decontamination of ground and air ambulances with the Incident Commander and the HAZMAT Team.

Hazmat Team Support Services

Prime risks for HAZMAT team entry members are heat related injuries and dehydration which may require initiation of fluid replacement as soon as possible after the decontamination process. Another risk is hypoxia if oxygen supplies are depleted before decontamination. The Team may have its own Standard Operation Procedures (SOP's) regarding medical monitoring.

Perimeters

All ambulances will first report to the access control point at the scene. If an access control point has not been assigned, they will report to the area designated by Incident Command.

Ambulance and triage areas must be established far enough from the incident to minimize risk to people and resources. Ambulances and responding medical personnel will remain behind the Limited Access (Warm) Zone in the Cold Zone.

Victim Triage and Patient Care

Each ambulance service should develop hazardous material treatment protocols approved by their medical director.

Decontamination

Hospitals must provide a quick and accurate patient identification process or method and level of decontamination utilized by the fire department at the scene. This plan strongly recommends the fire department and Regional HAZMAT Team utilize a clearly identifiable “tagging” method for this purpose. The pre-hospital and hospital record should contain information on the decontamination methods used in the field and in the hospital.

Decontamination does not end after all patients have been transported. The Incident Commander is responsible for ensuring all resources used at the scene are evaluated for the need for decontamination. This responsibility includes ambulance, busses, support equipment, etc.

Preparation for Patients and Ambulances for Transport

Any victim of a hazardous materials incident must be considered to be contaminated until proven otherwise. Consequently, a potential exists for ambulance and receiving facilities to become contaminated. These assets are immediately unavailable if contamination has occurred. Appropriate protective equipment and procedures must be utilized at all times.

Assign specific ground units for use as transportation vehicles. Obtain information on how to transport patients with minimum risk to EMS personnel. This information might include specialized transporting precautions and equipment.

Transport decontaminated patients to designated and alerted hospitals in a safe and expedient manner to the pre-designated hospital entrance.

Scene-to-Hospital Communications

Continuous and updated communications are essential between the on-the-scene medical personnel, Lincoln Dispatch, and the hospital(s) to provide as much advance information as possible, including number of contaminated and non-contaminated victims, type of contact, and hazardous material identification.

Decontamination of Personnel, Equipment and Vehicles

As medical units are no longer involved in the incident, contact the Incident Commander to have personnel, vehicles, and equipment inspected to determine if decontamination is required. If contamination is known or suspected, agencies will commence decontamination of medical personnel, vehicles, and equipment before leaving the scene.

Corpses

Corpse removal and custody is the responsibility of the Coroner. The Coroner should be notified of any deceased on scene. The Coroner will coordinate removal of the deceased from the hot zone and decontamination with the Fire Department. In Lincoln County, the Sheriff is the Coroner. A deputy Coroner can be contacted through dispatch.

Patient Valuables on Scene

Valuables belonging to patients who have been decontaminated are to be left on scene, and are the responsibility of the Incident Commander. They are to be viewed as potential hazardous waste.

Use of Helicopters

Extreme caution should be used when considering requesting a helicopter to a hazardous material spill. If the material is a gas, the substance can pose an unreasonable threat to life, health, or property if the aircraft flies through or near a danger zone, especially if the rotor wash penetrates the exclusion zone.

The helicopter rotor wash down draft can spread the danger zone of gaseous toxic materials. If the aircraft is utilized, the helicopter shall always approach and remain upwind from the danger zone by a large safety margin to avoid disturbing the air in the vicinity of the spill area.

Consideration needs to be given to accidents from impaired pilots as a result of HAZMAT, and/or from effects to aircraft engines. If the helicopter is needed:

1. Keep the pilot well informed as to wind direction and the specific location of the hot zone. Provide a boundary that can be easily seen from above.
2. Land the aircraft near the cold zone.
3. If necessary, have ground ambulance transport a well-decontaminated patient to the aircraft.

Hospital Emergency Department Operations

Notification

Advance notification of the hospitals in a hazardous material incident is even more critical than in an MCI because of the lead-time needed in establishing hospital decontamination area and obtaining treatment information. If available medical responders have the opportunity, they must forward facsimile copies of MSDS sheets to the Emergency Room Doctors. The hospital is responsible to notify medical dispatch of current fax numbers.

Walk-ins

Agency for Toxic Substances and Disease Registry's (ATSDR) guidelines are used by the hospitals for PPE and decontamination decisions.

Emergency Department Preparation

Each hospital has their own protocols regarding preparations to receive patients requiring primary or secondary decontamination.

Patient Valuables in the Emergency Department

The hospital will consult with the Lincoln County Health Department Hazardous Materials staff on the decontamination of any walk-in patient's valuables. Valuables will not be returned to patients without first being evaluated for the need for decontamination. All patient valuables are to be considered potential hazardous waste until a determination is made.

Training

Each agency routinely participating in the care of victims of a hazardous materials incident is responsible to assure adequate training of the personnel. OSHA guideline must be followed. Personnel training should include, but not be limited to:

1. Recognition and notification of a hazardous or potentially hazardous situation and knowledge of first line response.
2. Protective equipment, supplies, and procedures.
3. Handling of contaminated victims, decontamination.
4. Special medical treatment protocols.
5. Communications and interface with all responders.
6. Awareness of types of hazardous materials in the community.

Periodic and recurring training of personnel and mock drills are to be scheduled, at least, annually. Training will enhance response proficiency, greatly improve existing processes and reinforce procedures.

DOT Hazardous Class Response Guide

Table of Contents

General 2

Response Guide..... 2

Class 1: Explosives 2

 Definition 2

 General Emergency Response Procedures 2

 Emergency Response Procedures-Fire..... 3

Class 2: Flammable Compressed Gases..... 5

 Definition 5

 General Emergency Response Procedures 5

 Emergency Response Procedures-Fire..... 5

 Emergency Response Procedures-Spill or Leak 6

Class 3: Flammable Liquids..... 8

 Definition 8

 General Emergency Response Procedures 8

 Emergency Response Procedures-Fire..... 9

 Emergency Response Procedures-Spill or Leak 10

Class 4: Flammable Solids 12

 Definition 12

 General Emergency Response Procedures 12

 Emergency Response Procedures-Fire..... 12

 Emergency Response Procedures-Spill or Leak 13

Class 5: Oxidizers and Organic Peroxides..... 14

 Definition 14

 General Emergency Response Procedures 14

 Emergency Response Procedures-Fire..... 15

 Emergency Response Procedures-Spill or Leak 15

Class 6: Pesticides and Poisons 16

 Definition 16

 General Emergency Response Procedures 16

 Emergency Response Procedures-Fire..... 17

 Emergency Response Procedures-Spill or Leak 17

Class 6: Infectious Substances 18

 Definition 18

 General Emergency Response Procedures 18

 Emergency Response Procedures-Fire..... 18

 Emergency Response Procedures-Spill or Leak 19

Class 7: Radioactive Materials 20

 Definition 20

 General Emergency Response Procedures 20

 Emergency Response Procedures-Fire..... 21

 Emergency Response Procedures-Spill or Leak 21

Class 8: Corrosives..... 22

 Definition 22

 General Emergency Response Procedures 22

 Emergency Response Procedures-Fire..... 22

 Emergency Response Procedures-Spill or Leak 23

DOT Hazardous Class Response Guide

General

The U.S. Department of Transportation (HM-181) divides hazardous materials into ten major hazard classes. A hazard class is a group of materials that share a common major hazardous property, i.e., radioactivity, flammability, etc. These hazard classes include:

- Class 1 – Explosives
- Class 2 – Compressed Gases
- Class 3 – Flammable Liquids
- Class 4 – Flammable Solids
- Class 5 – Oxidizers
- Class 6 – Poisonous and Infectious Substances
- Class 7 – Radioactive Materials
- Class 8 – Corrosives
- Class 9 – Miscellaneous Hazardous Materials
- Class 10 – ORM D – Other Regular Materials (Dangerous)

Notes:

- In some emergency response procedures for DOT hazard classes, a distinction is made between bulk or package quantities. Bulk indicates quantities that equal or exceed 110 gallons liquid or 1,000 pounds. Package quantities are less than these quantities.
- Class 9, “Miscellaneous Hazardous Materials,” refers to those materials that are hazardous but do not meet criteria for inclusion in the aforementioned classes.
- “Other Regulated Materials” are materials that do not meet the definitions of hazardous materials, but possess enough hazardous characteristic that they require some regulation.

The material presented in this Response Guide has been written in accordance with industry standards. However, this guide cannot anticipate all possible emergency events or situations and emergency responses and therefore cannot be used without the competent review of the emergency response team and plant management. Conditions may develop in operations where standard methods will not suffice and nothing in this guide shall be interpreted as an obstacle to the experience, initiative, and ingenuity of the responders in overcoming the complexities that exist under actual emergency conditions. Responders should use all available resources to determine the appropriate strategies and tactics.

Response Guide

Class 1: Explosives

Definition

An explosive is any chemical compound, mixture, or device, the primary or common purpose of which is to function by explosion, e.g., with a substantial instantaneous release of gas and heat.

General Emergency Response Procedures

1. Identify the material involved by verifying the material through 2 sources.
2. Keep non-essential people away (includes non-essential emergency service personnel).
3. Establish control zones (isolate area and deny entry).
4. Extinguish all sources of ignition in the vicinity. Do not allow vehicles or other sources of ignition in the area.
5. Wear positive pressure SCBA and full protective clothing.
6. Avoid exposure to smoke, fumes, vapors, dust, or direct contact. The combustion products of some propellant explosives are poisonous.
7. Do not allow personnel to touch or move explosives. Explosives should be moved only under the advice and supervision of trained explosive personnel.
8. Contact local police or the NAS Fallon Explosive Ordnance Disposal unit through a formal request to NDEM and Churchill County Sheriff's Office for informal coordination.
9. When the hazmat team is requested to respond to a bomb threat involving hazardous materials, under no circumstances will the hazmat team conduct building or area searches even when hazardous materials are involved. The hazmat team will stage in a safe area, but not less than 600 feet from the incident scene.

10. The hazmat team will act as a technical resource for the bomb unit. This may involve the loaning of chemical protective clothing to bomb unit personnel, assistance in dressing, researching chemical data, etc.

Emergency Response Procedures-Fire

Section 2 – Annex 6, Tab E

1. Do not fight fire in cargo or storage area containing explosives. Withdraw from the area and let the fire burn.
2. If a fire is near explosives, efforts should be taken to prevent the fire from reaching the explosives. For fires involving the motor, cab, or tires of vehicles transporting explosives, flood the area with water.
3. The application of water to burning Class A or B explosives may cause an explosion.
4. Evacuate the area:
 - Class A Explosives – 1/2 mile in all directions.
 - Class B Explosives – 1/2 mile in all directions.
 - Class C Explosives – 1500 feet in all directions.
 - Blasting Agents – 1/2 mile in all directions.
5. Do not overhaul areas where explosives have burned or exploded.
6. Explosives that have been exposed to heat may be very shock sensitive. Keep all personnel away and do not move these containers.
7. When explosives are involved in fire or serious accidents on the railroad, the Bureau of Explosives (202) 835-9500 should be notified.

Class 2: Flammable Compressed Gases

Definition

A flammable material or mixture having a vapor pressure exceeding 40 psi absolute at 100° F.

General Emergency Response Procedures

1. Identify the material involved by verifying the material through 2 sources.
2. Keep non-essential people away (includes non-essential emergency service personnel).
3. Establish control zones (isolate area and deny entry).
4. Stay upwind and keep out of low areas.
5. Ventilate confined areas before entering.
6. Wear positive pressure SCBA and full protective clothing. This is a minimum level of protective clothing and will not provide adequate protection for all incidents. In some cases, chemical protective clothing carried by the hazmat team will be required for the safe handling of the incident.
7. Avoid exposure to gas.
8. Since the application of water to pools of liquefied gas will increase the vaporization rate, this is not usually a recommended practice.
9. If a tank truck or tank car is involved in fire, isolate 1/2 mile in all directions.
10. Determine and implement appropriate decontamination procedures for personnel and equipment.
11. Consult CHEMTREC (1-800-262-8200) for product information and assistance.

Emergency Response Procedures-Fire

1. Do not extinguish the fire unless the flow of gas can be stopped. The recommended means of extinguishing is to stop the flow.
2. If a leaking tank is involved in fire, cooling the tank with water may reduce the internal pressure and the rate of leakage. If sufficient water is available, use water

spray to cool the tanks and adjacent combustibles affected by the heat of the fire. For massive fires, use unmanned monitors. If this is not possible, withdraw from the area and let the fire burn.

3. Uninsulated pressure tanks may rupture violently if there is flame impingement on the vapor space at the top of the tank. If it can be done safely, remove all vehicles or containers not already burning.
4. Let tank, car, tank truck, or storage tanks burn unless leak can be stopped.
5. Stay away from the ends of the tank exposed to heat or flame impingement.
6. Observe tanks for evidence of bulging or red hot spots in the metal, and listen for a rising sound from venting safety devices. These indicate that the tank may fail.

Emergency Response Procedures-Spill or Leak

1. Extinguish all sources of ignition in the vicinity (vehicles, traffic light control boxes, machinery, tar pots, etc.).
2. Flammable gases may be heavier or light than air. Determine the vapor density of the material from reference sources and use combustible gas detectors to determine the boundary of the gases. Survey the area where the gases are likely to accumulate. Common lighter-than-air flammable gases include:
 - Hydrogen
 - Acetylene
 - Hydrogen cyanide
 - Ammonia
 - Methane
 - Illuminating Gas
 - Natural Gas
 - Carbon Monoxide
 - Ethylene (ethane)
 - Nitrogen
3. Flammable gases may ignite and flash back to the opening from which the gas originated.
4. Do not allow vehicle or other sources of ignition in the area as long as the combustible gas detector indicate the presence of flammable gases.
5. Do not enter the gas cloud. Be aware that the flammable gases extend beyond any visible cloud.

6. Water spray can be used to absorb water miscible gases, and water spray or explosion proof fans can be used to disperse gas clouds. Do not get water inside containers. Runoff must be contained for later analysis and possible disposal. Do not permit the runoff to enter storm, sewer, or water systems.
7. If it can be done safely, locate all leaks and close valves or otherwise reduce the amount of leakage.
8. If it can be done safely, move undamaged containers to a safe area, being careful to avoid sparks or friction.
9. Post guards and keep spectators at least 2,500 feet away from leaks from tank cars, tank trucks, or large storage tanks containing compressed gas, liquefied gas, and cryogenics.
10. Wrecking operations or transfer of product should not begin until all the gas is dispersed. Confirmation of gas dispersal should be done with a combustible gas detector.
11. To prevent the build up of static electricity, bond and ground the containers and equipment before product transfer.
12. Cutting torches or spark generating saws must not be used on the shell of empty or loaded cars or containers.
13. Empty tanks or tanks containing residue should be regarded as containing an ignitable gas-air mixture.

Class 3: Flammable Liquids

Definition

A liquid having a flash point below 140° F.

General Emergency Response Procedures

1. Identify the materials involved by verifying the material through 2 sources.
 2. Keep non-essential people away (includes non-essential emergency service personnel).
 3. Establish control zones (isolate area and deny entry).
 4. Stay upwind and keep out of low areas.
 5. Eliminate ignition sources.
 6. Ventilate confined areas before entering.
 7. Wear positive pressure SCBA and full protective clothing. This is a minimum level of protective clothing and will not provide adequate protection for all flammable liquid incidents. In some cases, chemical protective clothing carried by the hazmat team will be required for the safe handling of the incident.
 8. Avoid exposure to smoke, fumes, vapors, or direct contact.
 9. If spilled material has entered storm, sewer, or water systems, notify the proper authority.
 - Maps should be used to determine the direction of flow and destination (outflow) of the system. Consideration should be given to dike the storm, sewer, or water system ahead of the flow.
 - It may be appropriate to apply foam not only at the spill site, but also into the storm, sewer, or water system.
- To lessen the chances of ignition, it may be advisable to apply foam ahead of the flowing spill, either into storm drains or manholes downstream from the spill or downstream on the surface of open storm, sewer, or water **Section 2 – Annex 6, Tab E**
- Water systems.

10. If a tank truck or tank car is involved in fire, isolate 1/2 mile in all directions

Section 2 – Annex 6, Tab E

11. Most flammable liquids float on water. Therefore, the application of water to a spill area may enable the flammable liquid to spread beyond the boundaries of the original incident.
12. The vapors of all flammable liquids are heavier than air. Therefore, in addition to eliminating ignition sources in the immediate spill area, the downwind area and adjacent low area should be checked for sources of ignition and accumulation of flammable vapors.
13. Consider the need for additional resources and equipment (dike material, absorbents, foam, overpack, containers, transfer equipment, private cleanup contractors, etc.).
14. Request sufficient foam supplies.
15. Determine and implement appropriate decontamination procedures for personnel and equipment.
16. Consult CHEMTREC (1-800-262-8200) for product information and assistance. **Emergency Response Procedure-Fire**

1. For small fires, use dry chemical, CO₂, the appropriate foam or water spray.
2. For large fires use the appropriate foam or water spray. Water may be ineffective on low flash point flammable liquids.
3. If sufficient water is available, use water spray to cool tanks and adjacent combustibles affected by the heat of the fire. For massive fire, use unmanned monitors. If this is not possible, withdraw from the area and let the fire burn.
4. If it can be done safely, remove any vehicles or containers not already burning.
5. Dig trenches or build dikes in the path of the burning liquids to confine the fire and protect exposures.

6. If vapors are burning at the valves, do not extinguish the fire unless re-ignition can be prevented.
7. Observe tanks for evidence of bulging or red hot spots in the metal. Listen for pinging sounds or loud noises from the tank that increase in intensity. Withdraw immediately in case of rising sound from venting safety device or discoloration of tank. These sounds indicate that the tank may fail.
8. Do not puncture or rupture the shell of a transport vehicle involved in a fire as this may liberate more flammable liquid and extend the fire.
9. If safety relief valves are obstructed, try to reposition the tank to allow the valves to function properly, but only if this can be done safely.

Section 2 – Annex 6, Tab E

Emergency Response Procedures-Spill or Leak

1. Extinguish or eliminate all sources of ignition in the vicinity (traffic light control boxes, machinery, vehicles, tar pots, etc.). Use combustible gas detectors to determine the boundaries of the vapors.
 2. Do not allow vehicles or other sources of ignition in the area as long as the combustible gas detector indicated the presence of flammable vapors.
 3. Keep oxidizing materials away from spilled flammable liquids.
 4. Post guards and keep spectators at least 2,500 feet away for leaks from tank cars, tank trucks or large storage containers.
 5. Dig trenches or build dikes ahead of the flow to confine the spill for later disposal or recovery.
 6. Do not allow flammable liquids to enter storm, sewer, or water systems.
 7. Cover flammable liquids with appropriate foam to blanket the surface and reduce the the rate of evaporation. When ambient temperatures are less than 100° F, combustible liquids will usually not require blanketing to reduce vapors. Do not permit the runoff to enter storm, sewer, or water systems.
- Water spray can be used to absorb water miscible vapors, and water spray or explosion-proof fans can **Section 2 – Annex 6, Tab E**

8. be used to disperse vapors. Do not get water inside containers. Runoff must be contained for later analysis and possible disposal. Do not permit the runoff to enter storm, sewer, or water systems.
9. If it can be done safely, attempt to close valves or otherwise reduce the amount of leakage.
10. Since most flammable liquids float, for leaks near the bottom of the tank, water may be added to the tank to float the flammable liquid if the leak cannot be controlled or stopped. The water flow can be adjusted so that only water leaks out flammable liquid does not overflow the tank. This will provide time to offload the remaining flammable liquid.
11. Wrecking operations or transfer of product should not begin until the area is determined safe. A combustible gas detector should be used to check the area continually during the entire operation.
12. To prevent the buildup of static electricity, bond and ground container and equipment before product transfer.
13. Empty tanks and tanks containing residue should be regarded as containing an ignitable vapor-air mixture.
14. Cutting torches or spark generating saws must not be used on the shell of empty or loaded cars or containers.
15. If it can be done safely, move undamaged containers to a safe area, being careful to avoid sparks or friction.
16. Do not separate tractor units from their trailer, as the support gear on the trailer may fail.

Class 4: Flammable Solids

Definition

Any solid material, other than an explosive, which under conditions normally incident to transportation is likely to cause fires through friction or retained heat from manufacturing or processing, or which can be ignited readily and when ignited burns so vigorously and persistently it creates a serious transportation hazard.

Included in this class are spontaneously combustible and water reactive materials. Two materials shipped in bulk that can cause major problems for responders are phosphorous and sodium.

General Emergency Response Procedures

1. Identify the materials involved by verifying the material through 2 sources.
2. Keep non-essential people away (this includes non-essential emergency service personnel).
3. Establish control zones (isolate area and deny entry).
4. Stay upwind and keep out of low areas.
5. Wear positive pressure SCBA and full protective clothing. This is a minimum level of protective clothing and will not provide adequate protection for all incidents. In some cases, chemical protective clothing carried by the hazmat team will be required for the safe handling of the incident.
6. Avoid exposure to smoke, fumes, vapors, or direct contact. Toxic products may be produced from contact with water, heat, and other substances.
7. Consider the need for additional resources and equipment (dike material, absorbents, foam, overpack containers, transfer equipment, private cleanup contractors, etc.).
8. If spilled material has entered storm or sewer systems, notify the proper authority.
9. Determine and implement appropriate decontamination procedures for personnel and equipment.
10. Consult CHEMTREC (1-800-262-8200) for product information and

assistance. **Emergency Response Procedures-Fire**

1. Do not use water or foam on water-reactive materials.

2. If it can be done safely, remove containers from fire area.
3. Chemical reference sources will indicate appropriate extinguishing agents. Agents such as dry chemical, soda ash, lime, or sand may be appropriate for use on water-reactive materials, but they must be moisture-free.
4. Water may be used to cool containers exposed to fire, but if the water contacts water-reactive materials, the incident could escalate rapidly.

Emergency Response procedures-Spill or Leak

1. Keep ignition sources away.
2. Extinguish all sources of ignition in the vicinity. Do not allow vehicles or other sources of ignition in the area.
3. If it can be done safely, attempt to close valves, plug, reposition containers, or otherwise reduce the amount of leakage.
4. Keep water-reactive materials dry and do not get water inside containers containing water-reactive materials.
5. Keep material out of storm, sewer, and water systems.
6. Dig trenches or build dikes around spills of water-reactive or environmentally damaging material to prevent water from reaching them.
7. Powder spills can be covered with a plastic sheet or tarp to minimize spreading and prevent water/moisture contact.

Warning: If the sun is shining directly on the plastic sheeting, moisture may collect on the underside of the sheeting, producing a reaction with water-reactive materials.

Class 5: Oxidizers and Organic Peroxides

Definition

An oxidizer is a substance that yields oxygen readily to stimulate the combustion of another material.

An organic peroxide is an organic derivative of the inorganic compound hydrogen Peroxide where organic radicals have replaced one or more of the hydrogen atoms. organic peroxides readily release oxygen to stimulate the combustion of other materials.

General Emergency Response Procedures

1. Identify the materials involved by verifying the material through 2 sources.
2. Keep non-essential people away (this includes non-essential emergency service personnel).
3. Establish control zones (isolate area and deny entry).
4. Stay upwind and keep out of low areas.
5. Wear positive pressure SCBA and full protective clothing. This is a minimum level of protective clothing and will not provide adequate protection for all incidents. In some cases, chemical protective clothing carried by the hazmat team will be required for the safe handling of the incident.
6. Ventilate confined areas before entering.
7. Avoid exposure to smoke, fumes, dust, vapors, or direct contact. Burning oxidizers frequently produce toxic products.
8. Caution should be exercised when water is used on oxidizers, as most oxidizers are water-soluble and will produce solutions that can impregnate wood and other organic combustibles. Upon drying, these materials can spontaneously ignite and burn vigorously.
9. In accidents involving chlorates and other oxidizing materials, care is necessary to prevent ignition by friction or contact with acids.
10. When chlorates are mixed with organic matter, or even dust, a flammable mixture is formed.
11. Chlorates mixed with finely divided combustible material may burn with explosive violence.

12. Leaking of nitric acid, perchloric acid, or hydrogen peroxide may cause fire. These materials are also corrosive.
13. Organic peroxides generally have the special property that if they are heated beyond their transportation temperatures, they are likely to detonate.
14. Consider the need for additional resources and equipment (dike materials, absorbents, foam, overpack containers, transfer equipment, private cleanup contractors, etc.).
15. If spilled material has entered storm or sewer systems, notify the proper authority.
16. Determine and implement appropriate decontamination procedures for personnel and equipment.
17. Consult CHEMTREC (1-800-262-8200) for product information and assistance.

Emergency Response Procedures-Fire

1. If it can be done safely, remove any container not already burning.
2. Cool affected containers with flooding quantities of water. For massive fires, use unmanned monitors. If this is not possible, withdraw and let the fire burn. Runoff water must be contained for later analysis and proper disposal.

Emergency Response Procedures-Spill or Leak

1. Keep flammable, combustibles and organic materials away from spilled material.
2. Avoid contact with spilled material.
3. Extinguish all sources of ignition in the vicinity. Do not allow vehicle or other sources of ignition in the area.
4. If it can be done safely, attempt to close valves, plug, or otherwise reduce the amount of leakage.
5. Water spray can be used to absorb water miscible vapors, and water spray or explosion-proof fans can be used to disperse vapors. Do not get water inside containers. Runoff must be contained for later analysis and possible disposal. Do not permit the runoff to enter storm, sewer, or water systems.
6. Keep material out of storm, sewer, and water systems.
7. Dig trenches or build dikes ahead of the flow to contain the spill for later disposal.

8. Powder spills can be covered with a plastic sheet or tarp to minimize spreading.

Class 6: Pesticides and Poisons

Definition

Pesticides are chemical agent used to destroy pests.

Poisons are substances that, through chemical action, usually kill, injure or impair an organism.

General Emergency Response Procedures

1. Identify the materials involved by verifying the material through 2 sources.
2. Keep non-essential people away (this includes non-essential emergency personnel).
3. Establish control zones (isolate area and deny entry).
4. Wear positive pressure SCBA and full protective clothing. This is a minimum level of protective clothing and will not provide adequate protection for all incidents.
 - Due to the construction and materials used for firefighter turnout clothing, the clothing may actually absorb and hold the pesticide or poison if contact with the smoke, fumes, dust, vapors, or material occurs. The firefighter would be re-exposed each time the clothing were worn if proper decontamination operations were not performed.
 - In most incidents involving pesticides or poisons, the chemical protective clothing carried on the hazmat team will be required for safe handling of the incident.
5. Stay upwind and keep out of low area. If you can smell pesticide, you are too close and not sufficiently protected.
6. Avoid exposure to smoke, fumes, vapors, dust or direct contact.
7. Determine signs and symptoms of exposure and advise all personnel operating at the site. Some symptoms may not become present for up to 48 hours following exposure.
8. Ventilate confine areas before entering. It is not advisable for fire personnel to enter tanks or other confined spaces that contain or have contained pesticides and/or poisons.

9. If spilled material has entered storm, sewer, or water systems, notify the proper authority. Maps should be used to determine the direction of flow and destination (outflow) of the system. Consideration should be given to dike ahead of the flow.
10. Determine and implement appropriate decontamination procedures for personnel and equipment.
11. Flush any contacted material from skin or clothing immediately.
12. Remove and isolate any contaminated clothing at the site and avoid spreading contamination to non-contaminated areas.
13. Consult CHEMTREC (1-800-262-8200) for product information and assistance.

Emergency Response Procedures-Fire

1. Consider protecting exposures and allow the fire to burn. This may create less of a hazard to people and the environment, especially if runoff cannot be confined.
2. For small fires, use dry chemical, CO₂, water spray or the appropriate foam.
3. For larger fires use the appropriate foam or water spray.
4. Do not extinguish fire unless the flow can be stopped.
5. If sufficient water is available, use water spray to cool containers exposed to the fire.
6. Dike fire control water for later analysis and/or disposal.

Emergency Response Procedures-Spill or Leak

1. For a liquid pesticide spill, extinguish or eliminate all sources of ignition in the vicinity as many pesticides have flammable liquid as the carrier of the poison. Use combustible gas detectors to determine the boundary of the vapors if the pesticide is a flammable.
2. Do not allow vehicle or other sources of ignition in the area as long as the combustible gas detector indicate the presence of flammable vapors.
3. Water spray can be used to absorb water miscible vapors, and water spray or explosion-proof fans can be used to disperse vapors. Do not get water inside containers. Runoff must be contained for later analysis and possible disposal. Do not permit the runoff to enter storm, sewer, or water systems.
4. Keep material out of storm, sewer, and water systems.

5. Dig trenches or build dikes ahead of the flow to confine the spill for later disposal or recovery.
6. Powder spills can be covered with a plastic sheet or tarp to minimize spreading.

Class 6: Infectious Substances

Definition

Substances or materials hosting or contaminated by communicable pathogens. Examples include medical waste, laboratory samples, etc.

General Emergency Response Procedures

1. Identify the materials involved by verifying the material through 2 sources. Infectious substances include the red infectious waste bags and “sharps” containers from hospitals (sharps containers are used for the disposal of needles and other sharp instruments). Caution should be used if these containers are encountered.
2. Keep non-essential people away (this includes non-essential emergency personnel).
3. Establish control zones (isolate area and deny entry).
4. Wear positive pressure SCBA and chemical protective clothing. Firefighter clothing will not provide adequate protection all incidents involving infectious substances. The chemical protective clothing carried on the hazmat team may be required for safe handling of the incident.
5. Stay upwind and keep out of low areas.
6. Avoid exposure to smoke, fumes, vapors, or dust. Do not contact damaged containers or spilled material. Virus and disease-bearing substances are often present.
7. If leakage is discovered in transit, the vehicle must not be moved and the area must be isolated.
8. If spilled material has entered storm or sewer systems, notify the proper authority.
9. Implement appropriate decontamination procedures. A freshly mixed 10% or stronger bleach/water solution is an effective decontamination solution for most infectious substance exposures.
10. Immediately notify the communication center so they can contact the Lincoln County Health Department. The health Department should make proper notifications.

Emergency Response Procedure-Fire

1. If it can be done safely, remove containers from the fire area. Do not touch or move damaged containers.
2. Use dry chemical, soda ash, or line for small fires.

Emergency Response Procedures-Spill or Leak

1. Cover damaged containers or spill area with dampened towel or rag, and keep wet with liquid bleach.
 - To decontaminate the area and equipment, a garden sprayer with a 10% bleach/ water solution can be used to spray exposed surfaces.
 - Recently mixed bleach/water solution should be used, as premixed solutions lose their strength after a few days.
2. Dike spills for later disposal.
3. Keep material out of storm, sewer and water systems.

Class 7: Radioactive Materials

Definition

Radioactive materials contain charged particles (ions) and have a specific gravity greater than 0.002 microcuries per gram. These charged particles may cause damage to molecules, cells, or tissues. Atoms that emit ionizing radiation are said to be radioactive; radioactivity is the process whereby atomic changes, known as decay or disintegration, occur through the emission of ionizing radiation.

General Emergency Response Procedures

1. Identify the materials involved by verifying the material through 2 sources. Radioactive materials are often shipped in lead containers.
2. Keep people as far away as practical, at least 150 feet upwind.
3. Establish control zones (isolate area and deny entry). Use radiation monitoring devices to determine control zones and assess areas for contamination.
4. Wear positive pressure SCBA and full protective clothing. This is a minimum level of protective clothing and will not provide adequate protection for radioactive incidents.
5. Avoid exposure to smoke, fumes, vapors, or dusts or direct contact.
6. All personnel should utilize dosimeters. Verify dosimeters at Zero prior to use. **Collect exposure data for all personnel with dosimeters.**
7. Entry should not be made until appropriate radiological personnel are on scene and the degree of radiation is known.
8. Enter Exclusion Zone only to save a life, and limit entry into the Exclusion Zone to the shortest possible time, only after evaluating risks.
9. If spilled material has entered storm, sewer, or water systems, notify the proper authority.
10. Implement appropriate decontamination procedures for personnel and equipment.
11. Delay clean-up until arrival or instructions of qualified radiation personnel.
12. Equipment used in the Exclusion Zone shall not be removed until appropriate decontamination procedures have been performed and the equipment has been monitored and declared clean.

13. Contact a radiological team for assistance and equipment.
14. Consult CHEMTREC (1-800-262-8200) for product information and assistance.

Emergency Response Procedures-Fire

1. Do not move damaged containers, but undamaged container should be move to a safe area if it can be done safely.
2. Assume the fire involves radioactive materials.
3. Avoid exposure to smoke, fumes, or dust. Airborne contamination is a great cause of concern for emergency responders. Stay upwind from the fire area.
4. Evacuate downwind area.
5. The fires should be extinguished as quickly as possible, with a minimum amount of water. Try not to disturb the radioactive containers.
6. Fight fire from a maximum distance. Don not allow personnel into the area after fire knockdown.
7. For massive fires, use unmanned monitors.
8. Dig trenches or build dikes ahead of the flow to contain the spill for later disposal.
9. The fire area should not be overhead.

Emergency Response Procedures-Spill or Leak

1. Do not touch damaged containers or contact the spilled material.
2. Prevent spread of spilled material and keep it out of water systems and sewers. Dike far ahead of large spills to confine the material for later disposal.

Class 8: Corrosives

Definition

Any liquid or solid, including powders, that can destroy tissue, or a liquid that has a severe corrosion rate on steel or aluminum.

General Emergency Response Procedures

1. Identify the materials involved by verifying the material through 2 sources.
2. Keep non-essential people away (this includes non-essential emergency service personnel).
3. Establish control zones (isolate area and deny entry).
4. Wear positive pressure SCBA and chemical protective clothing. This is a minimum level of protective clothing and will not provide adequate protection for corrosive incidents. The chemical protective clothing carried by the hazmat team may be required for the safe handling of most incidents involving corrosives.
5. Stay upwind and keep out of low areas.
6. Avoid exposure to smoke, fumes, vapors, dusts, or direct contact. Highly toxic fumes are often present.
7. Ventilate confined areas before entering.
8. Consider the need for additional resources and equipment (dike material, absorbents, overpack containers, transfer equipment, private cleanup contractors, etc.).
9. If spilled material has entered storm or sewer systems, notify the proper authority.
10. Determine and implement appropriate decontamination procedures for personnel and equipment.
11. Consult CHEMTREC (1-800-262-8200) for product information and

assistance. **Emergency Response Procedures-Fire**

1. Many corrosive chemicals react violently with water, liberating heat and toxic gases.
2. If it can be done safely, remove undamaged containers from the fire area.
3. Do not get water inside the container.

4. Use water to cool containers that are exposed to flame until well after the fire is out. Do not allow water to get inside container.

Emergency Response Procedures-Spill or Leak

1. Avoid contact with spilled material.
2. Extinguish all sources of ignition in the vicinity. Do not allow vehicles or other sources of ignition into the area.
3. Do not apply water unless directed to do so. Contact with water may cause the generation of large quantities of vapors and heat.
4. Do not get water inside the container.
5. Water spray can be used to absorb water miscible vapors, and water spray or explosion-proof fans can be used to disperse vapors. Do not get water inside containers and do not put water on leak or spill area. Runoff must be contained for later analysis and possible disposal. Do not permit the runoff to enter storm, sewer, or water systems.
6. Keep combustible (wood, paper, oil, etc.) away from spilled material.
7. If it can be done safely, attempt to close valves, plug, or otherwise reduce the amount of leakage.
8. Dig trenches or build dikes ahead of the flow to contain the spill for later disposal or recovery.
9. Powder spills can be covered with a plastic sheet or tarp to minimize spreading.
10. Keep material out of storm, sewer, or water systems.
11. Do not attempt neutralization. Neutralization may cause the production of vapors and heat, creating additional problems.
12. Do not attempt dilution. The quantity of water required to dilute one gallon of concentrated acid to a neutral pH of 7 is in the hundreds of thousands of gallons.

Local Area Sensitive Areas and Fixed Facilities

If Lincoln County is faced with a hazardous materials spill, these sensitive areas and fixed facilities are listed to determine if a threat exists. Addresses are included to determine the proximity of the potential event.

Hospital and Clinics

NAME	CONTACT	TELEPHONE
Grover C. Dils Medical Center 700-B North Spring Street Caliente, NV 89008	Missie Rowe	(775) 726-3171 H: (775) 726-3478
Caliente Clinic 700-A North Spring Street	Dr. William Katschke	(775) 726-3121
Lincoln County Health Nurse 1005 Main St Suite 105 Panaca, Nevada 89042		(775)

Medical Facilities
Table 2-3

Lincoln Schools

NAME	CONTACT	TELEPHONE
Lincoln Co. School District Panaca, NV 89042 <i>Support Staff:</i>	Pam Teel	(775) 728-8000
Caliente Elementary School 300 Lincoln Street PO Box 767 Caliente, NV 89008 <i>Teaching Staff: 10</i> <i>Support Staff: 5</i> <i>Students: 96</i>	MacCall Barnes	(775) 726-3772
C O Bastian High School PO Box 1088 Caliente, NV 89008 <i>Teaching Staff: 14</i> <i>Support Staff: 4</i> <i>Students: 117</i>	Mathew Cameron	(775) 726-8250

Section 2 – Annex 6, Tab F

Lincoln County High 435 East Edwards Street PO Box 268 Panaca, NV 89042 <i>Teaching Staff: 15</i> <i>Support Staff 7</i>	Sharon dirks	(775) Lincoln County High 728- 435 East Edwards Street 4481 PO Box 268 Panaca, NV 89042 <i>Teaching Staff: 15</i> <i>Support Staff 7</i>
Meadow Valley Middle 65 North 4 th Street PO Box 567 Panaca, NV 89042 <i>Teaching Staff: 7</i> <i>Support Staff: 3</i> <i>Students: 78</i>	Dr. Roth 704-577-7058	(775) Meadow Valley Middle 728- 65 North 4 th Street 4655 PO Box 567 Panaca, NV 89042 <i>Teaching Staff: 7</i> <i>Support Staff: 3</i>
Pahrnagat Valley Elementary 199 West Broadway PO Box 170 Alamo, NV 89001 <i>Teaching Staff: 9</i> <i>Support Staff: 6</i> <i>Students: 126</i>	Mike Sparrow	(775) Pahrnagat Valley 725- Elementary 3352 199 West Broadway PO Box 170 Alamo, NV 89001 <i>Teaching Staff: 9</i> <i>Support Staff: 6</i>
Pahrnagat Valley Middle 74 East 1 st South PO Box 539 Alamo, NV 89001 <i>Teaching Staff:</i> <i>Support Staff:</i> <i>Students: 66</i>	Tory Frehner	(775) Pahrnagat Valley Middle 725- 74 East 1 st South 3601 PO Box 539 Alamo, NV 89001 <i>Teaching Staff:</i> <i>Support Staff:</i>
Pahrnagat Valley High 151 South Main Street PO Box 298 Alamo, NV 89001 <i>Teaching Staff: 14</i> <i>Support Staff: 5</i> <i>Students: 92</i>	Brooke Foremaster	(775) Pahrnagat Valley High 725- 151 South Main Street 3321 PO Box 298 Alamo, NV 89001 <i>Teaching Staff: 14</i> <i>Support Staff: 5</i>
Panaca Elementary 350 Main Street PO Box 307 Panaca, NV 89042 <i>Teaching Staff: 10</i> <i>Support Staff: 6</i> <i>Students: 132</i>	Pete Peterson	(775) Panaca Elementary 728- 350 Main Street 4446 PO Box 307 Panaca, NV 89042 <i>Teaching Staff: 10</i> <i>Support Staff: 6</i>

<p>Pioche Elementary 95 Airport Road PO Box 30 Pioche, NV 89043 <i>Teaching Staff: 10</i> <i>Support Staff: 4</i> <i>Students: 82</i></p>	<p>Stephanie Vincent</p>	<p>(775) Pioche Elementary 962- 95 Airport Road 5832 PO Box 30 Pioche, NV 89043 <i>Teaching Staff: 10</i> <i>Support Staff: 4</i> <i>Students: 82</i></p>
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Lincoln Schools and College
Table 2-4

Fixed Facilities

The following facilities manufacture, store or use hazardous materials that are considered Extremely Hazardous Substances (EHS) or present a Level of Concern (LOC).

Name	Primary chemicals (quantity)	24 Hour phone
Amerigas 1 mile west of Panaca	Propane (100,000 lbs)	775-586-6731(W)
Haycock Petroleum Company Highway 93 North At Clover Creek & West edge of Caliente US 93	Gasoline (18,200) Diesel (58,300 gal) Oils (1,000) Propane (30,000 gal)	Kenny Weideman (775) 726-3774 (W) (775) 842-4746 (C)
Level 3 Communications Inc Two locations Latitude/Longitude N 36°94' / W 114°94' N 37°78' / W 114°69'	Battery Electrolyte (1401 lbs) Diesel (7000 lbs)	(877)-453-8353
Norcal Waste Systems SR 319 (mile 11 miles SE Crestline Rd SR 319 (mile marker 9),	Propane (2000 gal) Antifreeze (55 gal) Diesel (2000 gal)	Ivan Jones (775) 962-8091 (775) 962-1613(C)
Western Elite Hwy 93 (mile marker 8)	Diesel (10000 Gal) Antifreeze (55 Gal) Waste Oil (500 Gal) Acetylene (500 CFT) Oxygen (1000 CFT)	Ryan Williams Office (702)369-4242 (702) 250-3045 (C)

Fixed Facilities
Table 2-6

Manmade – Acts of Terrorism

Situation

The world environment has changed over the past few years. Terrorism gained world attention as early as 1972 in Munich, Germany when terrorists from a covert faction, Black September, of the Palestine Liberation Organization (PLO) gained entry and held nine Israeli hostages after initially killing several Israeli athletes and coaches. The end result was that all of the Israeli hostages and all eight Arab terrorists were all dead.

Typically, acts of terrorism are politically motivated. Terrorist groups have political objectives to achieve. In Munich, Black September wished to draw attention to the Palestine issues in Israel. Attention was achieved; however, the attention was negative. Instead of sympathy, they drew open hostility, but the Palestine issues became visible. Some acts of terror attempt to discredit the existing government system or instill fear into people to gain support for a cause or group. In America, a few ultra-conservative groups have committed acts of violence for similar purposes. For example, abortion clinics have been bombed and one clinic doctor was assassinated. In any case, terrorism is a low cost and highly visible act for a political group.

In Lincoln County, no known extremist political groups are actively established in the local area to be a great threat to residents. However, recent attacks have occurred in rural schools primarily resulting from emotionally unstable persons.

Acts of terrorism may come in different forms: biological, chemical, nuclear/radiological, or high explosives. Response measures will be similar to hazardous material spills/releases. However, some procedural differences must be recognized. ***Acts of terrorism are criminal; hence, investigators will be required to secure the crime scene.*** These distinctions will be addressed later.

Potential Threats

In response planning for acts of terrorism, threats must be identified to narrow the scope in mitigating potential attacks. Also, different groups will use different means or agents. By identifying the extremist group, the weapon of choice will be easier to develop a swift, decisive response. For example, weapons of mass destruction (WMD) have become a more desirable choice with terrorist organizations to achieve their political objectives. Law enforcement agencies routinely receive intelligence information on extremist groups that may pose a danger to the public. When extremist groups create plans for an attack, indications and warnings may be relayed to law enforcement agencies to increase vigilance or alert posture to deter potential attacks. This information is very sensitive and normally unavailable to the general public unless an indication of an attack becomes likely. This notification to local law enforcement will be on a case-by-case basis. Much of the information will change frequently. As a result, specific threats will not be addressed in this document. When law enforcement agencies receive extremist group

attack indications, warnings will be posted and a specific type of weapon may be offered to assist in preparing for a potential attack.

Section 2 – Annex 7

Given limited threats to Lincoln County regarding local area extremist groups, the likelihood of a terrorist/extremist group attack is low. Also, any WMD must have three factors: the agent, manufacturing the agent, and the delivery method. In some cases, these all three of these factors are incompatible. Listed below are the categories of WMD for general planning purposes.

1. Biological – Biological weapons are difficult to deliver. Some agents are difficult to manufacture and are sensitive to environmental conditions as well as delivery methods. Manufacturing biological agents require extensive technical equipment and support. The technical equipment and support are difficult to conceal. Depending on the agent and delivery method, a large quantity will be required for the desired effect. Delivering the agent can be hazardous to the individual. The greatest danger of a successfully delivered biological weapon is the ability to detect the attack. Biological agents will have difficulty surviving a detonation; hence, a massive explosive is not the likely form of a biological attack. Contact with large numbers of people to spread the agent will be the measure of success. Since Lincoln County is more remote and isolated with fewer people than metropolitan areas such as Los Angeles or New York City, success will be marginal. A biological weapon in Lincoln County will have limited success and the risk in delivering such a weapon is greater than its limited success.

2. Chemical – Depending upon the agent, a chemical attack may be possible. However, manufacturing the agent is a complicated process. The quantity and type of agent to be manufactured may be too difficult to produce and conceal without exposing the agent to personnel during the manufacturing process. The delivery system may possess certain challenges. The method to deliver the specific agent may expose those persons in the distribution process. Explosives can be a delivery means for the weapon as long as the heat does not breakdown the chemical. Environmental conditions will be a factor in distributing the agent. The specific density of the agent and wind velocity will effect the concentration and dispersal of the agent over a given area. Computer models can greatly assist in providing the size of the affected area when the agent and environmental conditions are known. Lincoln County is not a likely target for the amount of risk in being detected with little success.

3. Radiological/Nuclear – Nuclear weapons are extremely difficult to manufacture and deliver. The active ingredient, (weapons grade) plutonium, is difficult to produce and obtain. Lincoln County is an unlikely target for such an attack. Again, a large metropolitan area with a substantial military impact is more likely. A radiological device, such as a dirty bomb, will have limited effect and success. Again, large population centers are more likely targets for a radiological/nuclear attack than Lincoln County.

4. High explosives – Explosives are easy to obtain in Nevada because mining and construction operations are commonly conducted. Large quantities of explosive material are typically tracked and purchased by legitimate businesses. Large purchases by individuals will be closely monitored by law enforcement agencies. Theft of explosive materials from legitimate

businesses will be aggressively investigated to find the perpetrators and determine any links contrary to U.S. interests.

Assumptions

In order to facilitate preparedness, response planning, and situation mitigation, some assumptions must be created to fill gaps in planning. For planning purposes, these assumptions are stated as fact to support an unknown, no-notice response.

1. All intelligence networks and capabilities, deterrence measures, indications and warnings for terrorist attacks in and around Lincoln County fail.
2. Lincoln County is a likely target.
3. All law enforcement personnel are trained to possess and carry Personal Protective Equipment (PPE) while on-duty.
4. Medical facilities will possess sufficient stocks to counter chemical and/or hazardous materials for 6 hours.
5. Fire Department possesses chemical detection and portable computer modeling program capabilities to determine plume area and its predicted growth based on existing weather conditions at the site.
6. Biological and radiological releases (intentional or unintentional) will be determined or diagnosed by medical staffs at local area facilities based on existing symptoms patient.
7. Nuclear denotation from a warhead will NOT occur.
8. The Lincoln County School District has a separate response plan in addressing hostile and potentially dangerous people.

Concept of Operations

To mitigate a WMD attack is through the use of detection, protection, and decontamination capabilities. Detection assets are sensors to identify the agent. Protection measures such as Personal Protection Equipment (PPE), evacuation (if time permits), or shelter in-place will allow persons to avoid contact from the agent. If contact with the agent occurs, decontamination of personnel, equipment, and area must be conducted to reduce the time of exposure to victims.

The most likely attack to occur will be either the use of chemicals or high explosives. In the case of a chemical attack, the response procedures will be similar to a hazardous material release or spill.

The incident will likely be represented either by an explosion or number of unconscious victims in the area without an associated explosion. The explosion or a non-explosive event may indicate a chemical attack. A biological attack, an unlikely probability, will be unnoticed for a number of days following the agent release. In a high explosive detonation or a non-explosive

chemical attack/accident, first response units must be prepared to don PPE. Initial visual assessments may indicate the existence of a chemical release.

The first unit on-scene to identify a chemical attack must assume charge, coordinate efforts to assess contain the area, establish staging and decontamination zones, notify other first response units and prepare them prior to entry into the hot zone. (see Annex 7, Tab A for on-site Incident Command procedures) **First response units without PPE must inhibit the instinctive reaction to immediately rescue distressed persons.** First response personnel who do conduct rescues in the hot zone without PPE will likely be victims as well and become part of the problem.

Report any associated fires and alert emergency medical units to remain outside of the established hot zone at the staging area. Fires must be extinguished; however, firefighters must be sensitive to the area since the area is a crime scene. **Life saving rescues will assume a higher priority than crime scene integrity.**

Victim extraction must be conducted by personnel in the appropriate PPE. Those rescues must extract and transfer victims to a decontamination area and process patients prior to ambulance entry. If a contaminated victim enters an ambulance, the ambulance is NO longer usable until completely decontaminated. The need for any ambulance will be critical and loss of an emergency asset will significantly reduce the rate in transferring patients to required medical facilities.

If the incident reflects a chemical attack, identifying the agent with detection sensors and activating the portable computer predictive models will determine plume size and area for any evacuation if this measure is necessary for the health of residents. This decision must come quickly. The increasing rate of the plume may prevent an evacuation and notify local residents in the affected area to shelter in place. Shelter in-place procedures may be preferred if a large population exists in a specific area or building downwind of the incident (i.e., schools, residential). Evacuation of the building may risk and subject people to exposure if the evacuation is not conducted quickly. Remember, people who shelter in-place may require difficult and untimely logistical support such as food and possibly hygiene products for extended periods.

WMD attacks will draw national attention and assistance from federal agencies. Be prepared to integrate large staffs into the organization.

Tabs A and B provide some considerations for sections in the ICS organization in responding to a WMD attack.

Annex 7, Tab C offers guidance to integrate the Strategic National Stockpile (SNS) from the Center for Disease Control (CDC) for use by Lincoln County if the situation warrants this capability. The SNS is a national asset that provides pharmaceutical and medical supplies in response to a pandemic or biological / chemical terrorist attack. Guidance to request the capability is located in Annex 7, Tab C as well.

Notification Procedure

Initial notification of an incident will most likely begin with the Lincoln County 911 Dispatch. Dispatchers must obtain as much information as possible from caller to direct the level of response for the situation (i.e., fire, police, medical assistance, etc.). Once the first response teams arrive on-scene, the situation must be immediately assessed and contained with available resources at the given location. Lincoln County Sheriff's Office will be receiving reports. Sheriff's Office may contact key county leaders, but the Lincoln County Emergency Management Director must be included when the initial report is received. The Lincoln County Emergency Management Director will likely activate the EOC based on the situation and/or recommendations from the Incident Commander since additional resources will be needed. When the EOC is activated, the Lincoln County Emergency Management Director will be responsible for the operation of the EOC until otherwise advised.

EOC Response

The situation will drive the IC in determining the need for activating the EOC. Monitoring the status of public services and infrastructure, and the progress of the Primary Response Objectives will be largely a coordination effort to ensure resources are available to support the effort. The EOC will be helpful in that support. Given the visibility and potential national interest of a terrorist incident, EOC activation is strongly encouraged.

Many State and Federal agencies will be interested and likely deploy to the area. The IC and EOC must be able to integrate with those entities. With that integration, organizational and logistical issues will be their introduction to the local response capabilities. The IC and EOC must NOT assume those entities will accept control and/or responsibility immediately. Unless those entities specifically assume the responsibility, continue to mitigate the incident.

Incident Command Guide for Weapons of Mass Destruction and Terrorism

Assess Security – Response & Initial Approach

1. Indicators:

- Is the response to a target hazard or a target event?
- Has there been a known threat?
- Are there multiple non-trauma victims?
- Are some of the responders victims?
- Are hazardous substances involved?
- Was there an explosion?
- Has there been a secondary explosion?

2. If one of the indicators is noted, respond with a heightened level of awareness.

3. If multiple indicators are noted:

- You may be on the scene of a terrorist attack.
- Initiate response operations with extreme caution.
- Be alert for actions against responders.
- Evaluate and implement personal protective measures.
- Consider the need for maximum respiratory protection.

4. Immediately contact law enforcement.

5. Response route considerations:

- Approach from upwind very cautiously.
- Prefer law enforcement escort.
- Avoid congested areas (choke points).
- Designate alternate rally points for responders.

Section 2 – Annex 7, Tab A

- Identify safe staging locations for incoming units.

Command Considerations

1. Establish command (Name it and Claim it).
2. Isolate area and deny entry.
3. Ensure scene security.
4. Initiate on-scene size-up and hazard/risk assessment.
5. Provide, identify and designate safe staging areas.
6. Ensure the use of personal protective measures and shielding.
7. Assess emergency egress routes:
 - Position apparatus for rapid evacuation.
 - If evacuated, use designated rendezvous points to reassemble.
8. Ensure personal accountability.
9. Designate safety officer.
10. Assess command post security.
11. Consider assigning liaison and public information officer.
12. Assess decontamination needs.
13. Consider need for special resources.
14. Consider as a crime scene:
 - Ensure coordination with law enforcement.
 - Consider everything evidence.
15. Make notifications (if time does not permit, contact EOC):
 - Dispatch
 - Hospital
 - Utilities

- Law enforcement
- State

16. Prepare for transition to Unified Command.

17. Identify needs and ensure coordination of communications.

On-Scene Size-Up

1. Look for physical indicators and warning signs of B-NICE (Biological, Nuclear, Incendiary, Chemical, Explosives) including armed assaults.

2. Mass casualties with little or no trauma.

3. Responder casualties.

4. Severe structural damage.

5. Dead animals or vegetation.

6. Systems disruptions.

7. Unusual odors, color of smoke, vapor clouds.

8. Victim signs:

- Unconscious with minimum or no trauma.
- Victim exhibiting signs of SLUDGEM (Salivation, Lacrimation, Urination, Defecation, GI Distress, Emesis, and Miosis) or seizures.
- Blistering, discoloration or redness of skin.
- Victim having difficulty breathing.

9. Identify common signs/symptoms.

10. Interview victims.

11. Identify event – (B-NICE).

12. Consider weather reports.

13. Determine life safety threats.

14. Determine mechanisms of injury (TRACEM-P):

- Thermal
- Radiological
- Asphyxiate
- Chemical

- Etiological
- Mechanical
- Psychological

15. Estimate number of victims:

- Ambulatory
- Non-ambulatory

16. Identify damaged/affected surroundings:

- Structural exposures.
- Downwind exposures.
- Environmental exposures.
- Below-grade occupancies.
- Below-grade utilities.
- Aviation/air space hazards.

17. Consider potential for secondary attacks:

- Chemical dispersal devices.
- Secondary explosive devices.
- Booby traps.

18. Determine available and needed resources:

- Fire.
- EMS.
- HazMat.
- Law enforcement.
- Bomb squad.
- Emergency management.
- Public works.
- Public health.
- Environmental.
- Others.

Protective Measures

Incident Site Management, Safety and Security

1. Reassess initial isolation/standoff distances:

- Establish an outer perimeter.
- Establish an inner perimeter.

2. Initiate public protection actions:

- Remove endangered victims from high-hazard areas.
- Establish safe refuge area (contaminated vs. uncontaminated).
- Evacuate.
- Protect in place.

3. Identify appropriate Personal Protective Equipment options prior to committing personnel.

4. Dedicate emergency medical services needed for responders.

5. Prepare for gross decontamination operations for responders.

6. Coordinate with law enforcement to provide security and control of perimeters.

7. Designate an emergency evacuation

signal. **Tactical Considerations**

1. Life safety:

- Isolate, secure and deny entry.
- Public protection – evacuate or shelter in place.
- Implementation of self-protection measures.
- Commit only essential personnel – minimize exposure.
- Confine/contain all contaminated and exposed victims.
- Establish gross decontamination capabilities.

2. Rescue considerations:

- Is the scene safe for operations?
- Can I make the scene safe to operate?
- Are victims viable?
- Are they ambulatory?
- Can they self-evacuate?

- Are they contaminated?
- Do they require extrication?
- Is a search safe and possible?
- Is specialized Personal Protective Equipment required?

3. Incident stabilization (consider defensive operations):

- Water supply.
- Exposure protection.
- Utility control.
- Fire suppression.
- HAZMAT control.

Evacuation Procedure

To reduce the potential of injury or death, the process of sheltering/survival in place, evacuation, or relocation are options in providing for the safety of Lincoln County residents.

Sheltering in place may be more effective than evacuation. Keeping people indoors with the doors, windows shut, and controllable ventilation can be safer than moving people outdoors in certain hazardous environmental conditions. **Procedures are available in next pages and in Annex 1, Tab B.**

Evacuation of citizens from their homes during an emergency requires the coordinated efforts of several agencies. This involves two basic activities:

1. The movement of people out of the evacuation area.
2. The temporary relocation of people in shelters and mass care facilities.

Primary Agencies

- Lincoln County Sheriff's Office
- Nevada Highway Patrol

Support Agencies

- American Red Cross
- Nevada Department of Transportation
- Lincoln County School District
- Lincoln / Crescent Valley clinics
- Nevada Division of Emergency Management
- Media, including television and radio
- Emergency Alert System

Evacuation Checklist

1. Incident Command shall determine if evacuation is required.
2. Determine area to be evacuated or secured.
3. Determine if evacuation, relocation, or shelter in place is appropriate.
4. Determine if the Emergency Operations Center (EOC) should be activated.
5. Determine the need to activate the Emergency Alert System.
6. Notify all agencies to assist with evacuations.
7. Coordinate the activation of shelter with the city, county, or appropriate agency.
8. Establish traffic control and evacuation route plans.
9. Provide information to the community through the public information officer or the broadcasting system. The following information needs to be provided:
 - f* Which people and areas need to be evacuated?
 - f* Where will they go?
 - f* What will they take with them?
 - f* What security measures are being planned?
 - f* What special instruction should be given to special needs groups?
(Note: Plan information should be disseminated in Spanish; for the hearing and sight impaired; for the physically disabled; and for the elderly.)
10. Make plans for access and security in the area.
11. Assign assistance to special needs groups, such as hospitals, convalescent centers, children’s homes, day care centers, the elderly, and the disabled.
12. Plan for possible redistribution of resources, such as food, medical supplies, equipment, and fuel.
13. Plan with prisons and develop operating guidelines for correctional facilities.

Evacuation Routes Primary

North and South	Highways 93 and 318
East and West	Highways 319 and 375

Rate of Evacuation

Based on statistics taken through the Department of Transportation, Highway Patrol, and recorded by CSTI, the evacuation rates are as follows:

1. Vehicle traffic can be estimated at 200 cars per hour per lane.
2. Two-way traffic should be halted and all lanes should be utilized for vehicular traffic heading in a direction away from the evacuation area.
3. Advise where to go to if possible (schools, etc.)

Other Public Protection Strategies

Other public protection strategies for hazardous materials may include the contamination of soil or water or an area and pose a chronic threat to people living there. Relocating residents out of the area for an extended period of time may be necessary until the area is decontaminated and/or deemed environmentally safe.

1. Relocation plan
2. Water system protection
3. Sewage system protection

Shelter in Place Procedures

Shelter-in-Place procedures are precautionary measures where hazardous materials release/spill or a WMD attack have occurred, effecting the atmosphere in the local area. This procedure will be directed when an evacuation is either unnecessary or impractical. This precautionary measure is to ensure residents remain indoors for protection from the released contaminant. In general, people are to remain indoors away from exterior windows and/or doors. Any room interior without windows and vents is an optimum location, especially if the room is above ground level. (Note: WMD chemical agents are typically heavier-than-air so do not use basement rooms) These procedures should be readily accessible in every household (like a telephone book) in the city and county to enhance every individual's ability in following these instructions. These measures are expected to occur in hours, not days or weeks.

Home

- Close and lock all windows and exterior doors
- Turn off all fans, heating/air conditioning units (these systems draw from outside air)
- Close all fireplace dampers

- If time permits, seal cracks around doors and windows (use plastic sheets and attach with duct tape if available, avoid plastic food wrap)

- Close window shades, blinds, shutters or curtains (these measures will provide isolation and additional protection if an explosion is possible)
- Move a phone (hard wired one, if available) into the interior room
- Bring an operable radio and extra batteries to maintain contact with emergency personnel (tune to any area radio stations)
- Place food and water into the room in case sheltering is required longer than expected
- Do not forget pets and their food
- Remain in place until a radio broadcast provides further instructions

Work

- Close the business
- Request all customer, clients, employees, and visitors remain in the building for their safety and protection, convey the importance in remaining indoors
- Lock all windows and exterior doors
- Close window shades, blinds, shutters or curtains (these measures will provide isolation and additional protection if an explosion is possible)
- Turn off all fans, heating/air conditioning and ventilation units (these systems draw from outside air for heating, cooling, and circulation)
- If time permits, seal cracks around doors and windows (use plastic sheets and attach with duct tape if available, avoid plastic food wrap)
- Activate phone forwarding and answering capabilities or modify voice recordings to reflect changes in the hours of operations
- Move a phone (hard wired one, if available) into the interior room
- Bring an operable radio and extra batteries to maintain contact with emergency personnel (tune to any area radio stations)
- Depending on the number of individuals, place as many people into interior rooms (such as conference rooms, utility rooms, or pantries with no windows or vents) as possible with a level of comfort to sit and move around periodically (do not use mechanical rooms where outside air can enter through ducts, pipes, etc)
- Collect non-perishable food and water into the room in case sheltering is necessary longer than expected
- Designate a trusted employee in each room to list every individual in that room for personnel accountability
- Allow all sheltered personnel to access the telephone and notify family members of the situation and location
- Remain in place until a radio broadcast provides further instructions

School

- Close the school and implement reverse evacuation procedures to collect students, faculty, and staff inside the building (use the public address system to communicate with all persons)**Section 2 – Annex 7, Tab A**

- Request all visitors remain in the building for their safety and protection, convey the importance in remaining indoors
- Lock all windows and exterior doors
- Close window shades, blinds, shutters or curtains (these measures will provide isolation and additional protection if an explosion is possible)
- Turn off all fans, heating/air conditioning and ventilation units (these systems draw from outside air for heating, cooling, and circulation)
- If time permits, seal cracks around doors and windows (use plastic sheets and attach with duct tape if available, avoid plastic food wrap)
- Activate phone forwarding and answering capabilities or modify voice recordings to describe the situation
- Designate a school official to coordinate with an Emergency Operations Center representative via a hard-wired telephone and report periodic status
- Use an operable radio and extra batteries to maintain a status of the emergency situation (tune to any area radio stations) and provide periodic reports to students, faculty, and staff
- Depending on the number of students, place as many them into interior rooms (such as conference rooms, gymnasiums with no windows, or as a last resort interior hallways with no access to windows or vents) as possible with a level of comfort to sit and move around periodically (do not use mechanical rooms where outside air can enter through ducts, pipes, etc)
- Collect non-perishable food and water into the room in case sheltering is necessary longer than expected
- Designate faculty members in each room to list every individual in that room for individual accountability
- Allow all sheltered personnel to access the telephone, as feasible, or authorize personal cellular phone use and notify family members of the situation and location
- Remain in place until a radio broadcast provides further instructions

In a vehicle

When traveling in a vehicle and radio broadcasts a “shelter-in-place” advisory, the driver is recommended to act (to include passengers) on the following steps:

- If close to home, office, or a public building, stop the vehicle, enter the building, and follow shelter-in-place instructions
- If no buildings are close by and in the affected area, stop the vehicle in a safe place providing some cover from the sun/heat and potential vehicle overheating
- Turn the engine off
- Close vents and windows (seal vents with duct tape if available)
- Listen to the radio periodically and receive status reports or instructions
- Remain in place until advised and follow the directions from law enforcement officials

Mass Decontamination

1. Position the decontamination area upwind and uphill.
2. First responders wearing full structural gear and SCBA may approach the victims to provide direction and guidance.
3. Avoid contact with any liquids on the ground, victims' clothing or other surfaces.
4. Remove contaminated/exposed victims from the high-hazard area. Isolate and secure them in a holding area at the outer periphery of the hot zone.
5. Evaluate signs/symptoms to determine the type of agent involved.
6. Separate the victims into groups of symptomatic and asymptomatic, ambulatory and non-ambulatory. **Ensure each patient is tracked carefully.**
7. Medical providers may access the patients in the holding area to initiate triage, administer antidotes and provide basic care in accordance with local protocols.
8. The type of decontamination system is dependent on the number of patients, the severity of their injuries and the resources available.
9. Several patients may be handled with a single hose line, while numerous patients will require use of a mass decontamination corridor.
10. Begin emergency gross decontamination immediately on victims who:
 - Are symptomatic.
 - Have visible (liquid) product on their clothing.
 - Were in close proximity to the discharge.
11. In a mass casualty setting life safety takes precedence over containing runoff.
12. Arrange decontamination process so that runoff is away from area and into grass or soil.
13. Provide privacy only if it will not delay the decontamination process.
14. Remove all of the victims' clothing.
15. Thoroughly wash/rinse the victims using established protocols.
16. Provide emergency covering for the victims.
17. Transfer patients to EMS for treatment.

18. Asymptomatic patients who are contaminated or exposed:

- Process patients through decontamination with clothing on.
- Separate into holding areas by gender.
- Patients should be numbered and bags should be used to store their personal effects.
- Provide emergency covering/clothing.
- Transfer to medical for treatment.

19. Remote site operations:

- Standalone decontamination systems may need to be established (emergency power) for walk-ins.
- Use basic protocol outlined above for these operations.
- Coordinate with hospital staff to determine where patients will be sent after decon.

20. Recognize potential evidence:

- Exploded or unexploded devices.
- Containers.
- Victims' clothing.

21. Note locations of potential evidence.

22. Report findings to appropriate authorities.

23. If picked up for life/safety reasons start chain of command.

EOC Actions

EOC / Command

Actions

These actions may include, but are NOT limited to:

- Coordinate and organize EOC and functional areas
- Review emergency response objectives and assign priorities based on the overall situation
- Create an Incident Log for significant events
- Create a task log to task and monitor actions being performed
- Determine from the Incident Commander:
 - > When the time of attack was
 - > Where the attack location was
 - > What the agent of the attack was, if known
 - > How many people were injured/deceased, if known
 - > Where the hot zone is, if determined
 - > If chemical attack, use computer plume modeling determine if **shelter in-place or evacuation** is recommended and project areas affected. If no plume modeling has not been conducted, task Planning Section immediately once agent is known
- Prepare for additional attacks as a precautionary measure and ensure all law enforcement units do NOT respond to the incident area only
- Actively request status reports on rescue efforts and injuries
- Develop and broadcast a public announcement / notification with the designated Public Information Officer (refer to the Section 4 – Communications)
 - > Advise residents of the situation
 - > Request residents to avoid using the roadways unless a life-threatening injury will endanger the survivor
 - > Notify the residents of periodic status reports to keep them informed and calm
 - > When designated and operational, publicly notify residents of the nearest shelter location via radio, if available
- Assess the extent of damage to critical infrastructure
 - > Check water supply systems
 - > Assess electrical systems
 - > Report unusable roads
 - > If breaks in natural gas lines or at petroleum stations, secure supply sources immediately to avoid fires
- Direct a team of engineers to examine the structural soundness of facilities in the area
- Review Communications Plan to verify nets, frequencies and protocols
- Notify Nevada State Division of Emergency Management of the situation

- Draft Emergency Declaration, as directed or needed, to obtain additional detection, protection, and decontamination resources
- Notify pertinent Federal agencies

Command Staff

Public Information Officer

- Draft public notification plan and public release statements and submit them to the EOC/IC
- Designate media area
- Develop plan for daily press / media briefs
- Develop plan for information dissemination at each shelter location
- Coordinate local officials to ensure continuity with County Commissioners and broadcast messages over the radio relaying information such as whether established evacuation routes are clear, shelter-in-place procedures are in effect, or situational status reporting

Safety Officer

- Observe rescue operations to avoid extraordinary and unnecessary risk taking
- Evaluate each shelter site, if established, to ensure adequate habitability with available resources, if able.

Operations

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Coordinate rescue efforts and determine manpower availability
Note: Avoid placing all law enforcement manpower at the incident site
Consider the following groups for rescue support
 - > Off-duty Sheriff's deputies – regular and reserve staff
 - > Off-duty Fire Department personnel
 - > Lincoln County Search and Rescue (SAR)
 - > Lincoln County School District Transportation Personnel
 - > Consider submitting requests to National Guard, Nellis AFB, and/or NAS Fallon for additional emergency support through Nevada State Division of Emergency Management
 - > Volunteer support may be available, but ensure the volunteers understand that some actions require formal training and they may not be authorized to perform those functions or activities
 - > Consider requesting/using dogs to find survivors in and around damaged buildings or debris
- Place detection sensors in plume area to monitor agent progress
- Update Logistics section of plume area and time to ensure no contaminated evacuees enter the shelter facility
- Consider implementing evacuation or shelter-in-place procedures
- Establish mass immunization sites, if necessary (refer to Annex 7, Tab C)
- Report status of fires, if any, to the Command section
- Request additional emergency medical services, as required
- Advise on-duty and recalled off-duty Sheriff's deputies to be observant of potential looting or any civil disturbances

Planning

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Collect damage assessments and determine level of assistance
 - 3/4 Consider requesting National Guard for security, if civil disturbance increases
 - 3/4 Submit recommendations for courses of action to the Command Section
- Conduct computer plume modeling, if Incident Command has not performed the task
- Develop plan for debris removal and critical infrastructure restoration, as necessary
- Review special population list (See Annex 6, Tab F) and determine whether assistance is required
- Develop plan to integrate and stage local area county, State, and Federal agencies as well as non-governmental organizations such as the Red Cross
- Contact local hospital / clinics to inventory available antidotes based on agent determination
- Designate/assign volunteers personnel (such as pastors, counselors, mental health professionals, etc.) into Crisis Intervention Stress Management teams and send them to each shelter site to ease the psychological stress of the event
- Coordinate with the Public Information Officer to designate a media area
- Designate an area, create list of volunteer support and assign volunteers where needed
 - 3/4 Consider expertise and transportation of volunteers to assigned groups
- Plan for Strategic National Stockpile integration (see Annex 7, Tab C)

When the initial crisis has stabilized:

- Develop a recovery plan to prioritize actions and restore county facilities and services
- Liaison between State and Federal agencies for short and long term recovery options and short/long term environmental impacts

Logistics

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Determine / project Equipment / Supplies and forward lists to Finance/Admin Section for possible contracting equipment, stores, and/or services
- Order and obtain heat sources and fuel supplies during winter
- Implement measures to restore critical infrastructure
- Coordinate meals and water for rescue personnel to be delivered on-site
- Arrange for portable toilets for on-site use by rescue personnel beyond the hot zone
- Establish a nearby shelter site for displaced families / refugees, if any, well beyond the hot zone
 - > Develop a standardized set of in-processing procedures to account for each evacuee at the shelter location. Submit daily reports to Finance/Administration Section
 - > Verify the originating location of evacuees and confirm no contamination of the known agent
 - > Develop plan for food distribution and replenishment at the site
 - > Ensure fresh water tanks are readily available at the shelter site and replenishment cycle
 - > Develop plan for medical and veterinary support at each location
 - > Develop plan for communication at the shelter site
 - Coordinate with the IC to determine if RACES operator and equipment can be deployed at the shelter site
 - > Develop plan for sheltering
 - > Establish staging area for shelter supplies and coordinate with the Red Cross
 - > Allow Crisis Intervention Stress Management teams to comfort displaced families at each shelter
 - > Consider use of Lincoln County schools as shelter locations
- Maintain list of established shelter-in-place locations and the names of individuals at each location
- Coordinate activities with the Planning Section if the Strategic National Stockpile is to be deployed
- Designate a mortuary affairs area
 - > Procure / obtain refrigeration units from Finance/Administration Section
 - > Ensure accurate accounting and location of deceased persons

Finance/Administration

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Notify businesses of required equipment / supplies, if available locally, and contract for equipment, stores, and/or services
- Procure food, supplies, and equipment as necessary
- Coordinate with Planning Section and maintain an updated list of volunteers and their organizational assignment
- Establish various accounting reports for all goods, services and labor costs (include volunteer support)
- Maintain and update a central list of:
 - 3/4 Displaced families and residents for the shelter location
 - 3/4 Deceased persons accounted for at the mortuary affairs
 - 3/4 Volunteers, location and current assignment
- Prepare for integration of state and federal funding assistance

Strategic National Stockpile Integration

Depending on the incident, the Lincoln County may require the need to call upon additional medical stocks in response to a biological/chemical attack. The Center for Disease Control (CDC) maintains a national capability to deliver pharmaceuticals and medical stocks national emergency site. This capability is called the Strategic National Stockpile (SNS). The SNS can assist states in their biological/chemical response with a Push Package to be deployed within 12 hours. This deployable Push Package contains various pharmaceuticals and antidotes to counter the effects of biological pathogens and chemical agents. Another less time critical option is a Vendor Managed Inventory (VMI). This capability can be available in 23 – 36 hours. Due to the time critical nature of the 12-hour Push Package, this capability will be the focus of this Tab.

Justification and Request Process

The SNS Push Package is a national asset. This capability has criteria to ensure a legitimate need exists and will avoid an unnecessary movement. To justify movement of the SNS, the following criteria may authorize deployment:

- Overt release of a biological or chemical agent
- Report of a release by intelligence or law enforcement officials
- Warnings of a likely biological/chemical attack through intelligence networks or law enforcement officials
- Clinical or epidemiological indications
- Laboratory results of samples
- Unexplained increase in emergency service requests
- Unexplained increase in antibiotic prescriptions or over-the-counter medications use

To mobilize the SNS, Lincoln County health authorities must coordinate and inform with the State Health Division regarding the medical status and situation prior to CDC's release of this critical capability. This information is necessary to satisfy CDC's need in providing the appropriate level of support and mitigate the effects of the agent. The information to be collected is:

- Number of current casualties
- Projected needs (consider the area population including transients, and possible infections versus non-infections)
- Hospital capacity at the time of the event (include intensive care beds and ventilator needs)
- Identify available state resources (include pharmacy distributors, oxygen availability, other nearby hospitals, and in-state alternative care centers)
- Identify available local resources (pharmacy distribution, oxygen availability, and transportation capacity)

As mentioned in the previous paragraph, any request for the SNS must originate from the local health authorities to the Nevada State Health Division. However, the local health authorities must inform the County Commissioners, IC (if available) and the Emergency Management Director

prior to contact with the Nevada State Health Division. The State Health Officer will forward a recommendation to the Nevada Division of Emergency Management. Both Divisions will consult with each other and forward a recommendation to the Governor. The Governor (or his designee) may formally request the deployment of the SNS to the Director of CDC. Collaboration between local, state and federal agencies will lead to a decision in deploying the SNS. The Director of the CDC will be the approving authority based on whether local resources may be insufficient to mitigate the health risk.

SNS Deployment

CDC has assessed two reception sites for the SNS in northern Nevada – Reno-Tahoe Airport and Naval Air Station Fallon. The CDC Director will determine the safest reception site for the Push Package. The Planning and Logistics Sections must prepare for either site.

The Nevada State Health Division will deploy a trained Strategic National Stockpile (SNS) Operations Management Team to the designated Lincoln County site. The SNS Operations Management Team will provide support and counsel under the Unified Command structure. The team will consist of:

- SNS Division Chief (responsible for approving all decisions on the SNS allocation)
- Reception, Staging, Storage Unit Leader (to include a Storage Coordinator, a Staging Coordinator and a Repackaging Coordinator)
- Distribution Unit Leader
- Dissemination Unit Leader
- SNS Security Unit Leader
- Technical Advisory Response Unit (a CDC unit traveling with the SNS)

Assuming SNS Push Package arrives to a known pandemic or biological/chemical terrorist attack, the Nevada State Health Division will maintain overall responsibility for receipt and subsequent control of the SNS once the package arrives at the reception site. The SNS Division Chief will provide necessary briefs and direction. The Unified Command must include the Operations, Planning, and Logistics Section Chiefs (or designees) for the various phases of reception, staging, storage, dissemination, and distribution. Support for each phase will require materiel and human resources for offloading, transportation, security, equipment assembly and pharmaceutical distribution.

This Tab provides details for the reception, distribution and repackaging of the SNS Push Package and lists the responsibilities of each SNS Operations Management Team member.

SNS Reception

Team Briefs

The SNS Division Chief will coordinate a brief with Technical Advisory Response Unit (TARU) once it has arrived with the SNS. The SNS Security Unit Leader will coordinate a brief with the U.S. Marshals and local law enforcement assigned to the SNS response, once the U.S. Marshals arrive. The Distribution Unit Leader will arrange for the transportation of the TARU and U.S. Marshals to locations of their request in consul with the SNS Security Unit Leader.

Each team member will convene at a designated location for briefings and credentialing. At this location, each team member will receive an identification band signifying that the individual has been checked in and credentialed.

Reception Site

The Reception Site is defined as the initial site where the CDC (Push / VMI) package will arrive. This location may be a landing site if the CDC ships by aircraft or ground receiving site if shipped by ground or a combination of the two. The SNS Division Chief is responsible for approving all decisions on the allocation of SNS assets among delivery sites based on the input from the State Health Division and in consultation with the CDC.

The Nevada State Health Division has the overall responsibility for the receipt and subsequent control of the SNS once it has arrived at the reception site. Preparation for receipt should begin immediately upon request of SNS (Planning and Logistics). For planning purposes, assume a 12-hour arrival following the request. CDC will confirm the shipment's time of arrival.

Reception Site Readiness

When CDC confirms SNS arrival, the SNS Division Chief must:

- Notify, brief and dispatch the RSS Unit Leader to the reception site
- Identify method and type of delivery means from the CDC (air / ground)
- Notify reception site and implement SNS reception plans for the site
- Notify the RSS Unit Leader of the need to prepare the reception site
- Implement security plan via the SNS Security Unit Leader

For planning purposes, the first SNS shipment will typically have the following characteristics:

- 130 + air containers (50 – 43 x 60.5 x 80 and 80 – 43 x 60 x 64)
- Require 5,000 square feet (10,500 cubic feet) to stage
- 50 tons of materiel
- Fills one 747 aircraft or four 48 ft trucks
- Accompanied by a CDC Technical Advisory Response Unit (TARU)

Shipment Reception

Once the SNS shipment has arrived on site, the RSS Unit Leader is responsible for the preparation of the reception site and administrative functions regarding the receipt, and shipment offloading, to include activities such as:

- Move to the Receiving area (DEA registrant)
- Coordinate a Health Official to be present and sign as the authority DEA registrant if controlled scheduled II substances are transferred
- Confirm a copy of the memorandum of agreement between the State and the CDC has been signed and is available
- Ensure the SNS Security Unit Leader has implemented a site security plan
- Assign an Offloading group to manage the offloading of the shipment. The Offloading group will likely consist of the cargo facility staff
- Report an estimated timeframe for the offloading to the SNS Division Chief
- Assign the Staging Coordinator to begin container-staging operations and inventory control
- Assign the Storage Coordinator to supervise the storage of unneeded containers, extra equipment, or excess inventory. The Storage Coordinator will coordinate all storage needs and maintain inventory control of product under direct supervision

Staging

The Staging Coordinator in supporting the RSS Unit Leader will maintain control of needed SNS products in a manageable warehouse area to:

- Organize offloaded shipment into manageable work areas
- Receive and fill requests for product
- Separate SNS shipment for storage of unneeded or excess supplies and product. Excess product will be placed under supervision of the Storage Coordinator
- Place requests for additional product with the Storage Coordinator

Storage

The Storage Coordinator in supporting the RSS Unit Leader will maintain control of excess SNS products in a manageable warehouse area to:

- Remove excess or unneeded product from the Staging area for storage
- Organize excess and unneeded product into manageable work areas
- Maintain inventory control of items within the Storage area
- Assure appropriate security through the SNS Security Unit Leader
- Track all CDC shipped product

Dissemination Site

Dissemination Site is defined as the second site where the CDC (Push / VMI) package will arrive already separated and repackaged. Only the materiel requested by SNS Division Chief for use during the event should be transported to the dissemination site. The site may a landing site if the CDC ships by aircraft, or ground receiving site if shipped by ground or a combination of the two methods.

- Site should be close to the mass prophylaxis distribution point if not on-site
- Site must provide option to receive the product from the Reception Site. Options may include an airstrip, helicopter landing space or ground reception site if shipped by ground, or a combination of the two

The Distribution Unit Leader will most likely provide shipments from the Staging Area by major mail carrier, or potentially, the Nevada National Guard Trucking Unit.

Dissemination Site Readiness

When CDC confirms SNS deployment, the SNS Division Chief must:

- Notify, brief and dispatch the Dissemination Unit Leader to the dissemination site
- Identify method and type of delivery means from the Distribution Unit Leader (rotary or fixed wing / ground)
- Notify reception site and implement SNS reception plans for the site
- Notify the Dissemination Unit Leader of the need to prepare the reception site
- Implement security plan via the SNS Security Unit Leader

The Dissemination Unit Leader is responsible for the reception site administrative functions regarding receipt of the selected pharmaceuticals and equipment. Once the selected SNS shipment has arrived in the Dissemination Site, the Dissemination Unit Leader must:

- Assume responsibility for Reception, Staging, and Storage of the selected SNS pharmaceuticals and equipment once it arrives at the secondary site
- Organize the selected SNS pharmaceuticals and equipment to meet the needs of the Public Health Branch
- Ensure SNS Security Unit Leader has implemented a site security plan
- Assign an Offloading group to manage the offloading of the selected shipment. The offloading group may consist of the cargo facility staff; or, the Nevada National Guard
- Report an estimated timeframe for the offloading to the SNS Division Chief
- Begin container-staging operations and inventory control. Staging operations will ongoing throughout the SNS operation
- Coordinate storage of unneeded container, extra equipment, or excess inventory

Section 2 – Annex 7, Tab C

Distribution

The Distribution Unit Leader will manage the distribution of product once the initial CDC shipment has arrived at the Reception Site and must:

- Receive distribution requests from the SNS Division Chief
- Develop distribution plan
- Coordinate resource and equipment needs through the SNS Division Chief
- Coordinate security needs for transportation with the SNS Security Unit Leader
- Manage the distribution of product from:
 - 3/4 Reception site to repackaging site (if necessary)
 - 3/4 Repackaging site to dissemination site (if necessary)
 - 3/4 Reception site to dissemination site
 - 3/4 Reception site to storage site
 - 3/4 Dissemination site to mass prophylaxis venues

The Nevada State Health Division will be responsible for coordinating the dispensing function at the mass prophylaxis venues in the rural Nevada counties. The local health district will be responsible for coordinating the dispensing function at the mass prophylaxis venues within Lincoln County.

Repackaging

Merck Medco is a contractor capable of repackaging the remaining portion of the SNS and can be contacted at (702) 436-8652 (24-hour number). However, if Merck Medco is unable to perform this function, Lincoln County must manage the receipt, repackaging, and distribution of the CDC SNS. Pharmaceutical dispensing sites (Dissemination Sites) may be utilized for repackaging to ease the burden of the local pharmacy infrastructure and public health system. Lincoln County, in conjunction with the State Health Division and CDC, may elect to repackage the product locally.

To optimize a contingency repackaging effort, consider the following factors:

- The local health official with authority must decide on a pharmaceutical choice and exact dose for individual dissemination. A decision must be transferred to the repackaging area as soon as possible so preparations can begin and progress during the event
- CDC Push Package contains a 16 programmable pill counters, a labeler, and baggies for individual doses
- Lincoln County Emergency Medical Services staff may assist in the repackaging effort
- Consider alternative sorting and repackaging sites to expedite the repackaging phase
- If local pharmacies are used, they may need additional support with labels, pill bags and staff

- The Push Package includes three repackaging methods:
 - 3/4 Two high-speed pill-counting machines that will be operated by CDC personnel
 - 3/4 Eight automatic pill-counting machines that will be operated by on-site personnel
 - 3/4 One hundred volumetric pill-counting devices to be used by on-site personnel to hand-count pills

The Repackaging Coordinator will manage the repackaging of product once the initial CDC shipment has arrived at the repackaging site and must:

- Identify a location for repackaging effort
- Notify and select a team of individuals to participate in the repackaging effort
- Coordinate with the TARU to brief and organize the repackaging team
- Coordinate with the TARU for the readiness of the repackaging location

SNS Operation Management Team Tasks

SNS Division Chief

The SNS Division Chief shall be a pre-assigned State of Nevada Official responsible for the managing the dispensing of the SNS as directed by the Public Health Branch Director. The SNS Division Chief reports directly to the Public Health Director. The SNS Division Chief must have the authority to sign for the SNS shipment. The SNS Division Chief supervises the following personnel:

- Reception, Staging, Storage (RSS) Unit Leader
- Dissemination Unit Leader
- Distribution Unit Leader
- SNS Security Unit Leader

The SNS Division Chief is responsible for the oversight of all SNS operational issues, such as, but not limited to:

- Deploy to selected airfield/facility with the SNS Operation Management Team
- Coordinate team briefs
- Schedule and arrange for 24-hour shift management
- Arrange security needs by directing SNS Security Unit Leader
- Provide information on the status of operations to the Public Health Branch
- Forward all requests for additional support to the Public Health Branch
- Directly communicate with designated supporting entities
- Provide training for staff
- Conduct shift change briefs for supervisors
- Is responsible for all aspects of logistics support for RSS operations from SNS receipt preparations to termination
- Coordinate airfield and ground transportation for arrivals/departures
- Coordinate with airfield management on items such as time of arrival, security requirements, number of staff arriving, location of facility, and estimated duration of the operation
- Coordinate with ground transportation on items such as time of arrival, unloading requirements, delivery location, and conflict resolution
- Maintain chain of custody and security of controlled substances with required procedures, implemented by the State Board of Pharmacy
- Provide information on the status of logistics operations to the Logistics Section Chief, as required
- Interface with State EOC in coordinating transportation, lodging and meals, contracts and purchases, information technology support (i.e., computers, phones, faxes, etc.)
- Coordinate medical supply distribution: storage and distribution of all medical supplies

Reception, Staging, Storage (RSS) Unit Leader

The RSS Unit Leader shall be a pre-assigned State of Nevada official. The SNS Division Chief will delegate this responsibility as required, thus the RSS Unit Leader shall report to the SNS Division Chief. The RSS Unit Leader will be responsible for the oversight of all RSS issues, such as, but not limited to:

- Establish the RSS area to facilitate the critical functions of offloading, staging, storage of CDC shipment
- Coordinate with RSS facility staff to offload CDC shipment
- Assign an Offloading group to manage the offloading of the selected shipment. The Offloading group will likely be the cargo facility staff, or Nevada National Guard assets
- Request assistance from the Technical Advisory Response Unit (TARU) arriving with the first SNS shipment to assist state and local officials
- Provide shipment staging and storage and may designate Staging and Storage Coordinators
- Provide inventory control management of SNS product not shipped to the Dissemination Unit Leader
- Relay product needs from the SNS Division Chief to the Staging Coordinator

Staging Coordinator

The Staging Coordinator shall be a pre-assigned State of Nevada Official. The RSS Unit Leader will delegate this responsibility as required, thus the Staging Coordinator shall report to the RSS Unit Leader. The Staging Coordinator will be responsible for the oversight of all staging issues, such as, but not limited to:

- Stage containers by color of document pouch cover on the side of each container
 - 3/4 Red – biological
 - 3/4 Yellow – chemical and biological
 - 3/4 Blue – use in all scenarios
 - 3/4 Green – chemical antidotes and related supplies
 - 3/4 Purple – trauma, burn, wound

Note: Each container pouch will list the contents inside the container, a diagram of the position of products in the container, and a list of the contents of all containers. (TARU can assist if requested)

- Prepare the warehouse to support each container (facing into an aisle)
- Place containers to establish a 72-inch wide (minimum) aisle
- Provide temperature control for CDC shipment
- Receive product requests from the RSS Unit Leader
- Assemble supplies and organize by delivery location in the shipping area
- Separate SNS shipment for storage of unneeded or excess supplies and product. Excess product will be placed under the supervision of the Storage Coordinator

- Place requests for additional product with Storage Coordinator

Section 2 – Annex 7, Tab C

Storage Coordinator

The Storage Coordinator shall be a pre-assigned State of Nevada Official. The RSS Unit Leader will delegate this responsibility as required, thus the Storage Coordinator shall report to the RSS Unit Leader. The Storage Coordinator will be responsible for the oversight of the primary site storage issues, such as, but not limited to:

- Make provisions for storage of excess pharmaceuticals and equipment
- Store containers by color of document pouch cover on the side of each container
 - 3/4 Red – oral antibiotics
 - 3/4 Yellow – intravenous drugs and supplies
 - 3/4 Blue – airway supplies
 - 3/4 Green – chemical antidotes and related supplies
 - 3/4 Purple – medical/surgical supplies
- Prepare the warehouse to support each container (facing into an aisle)
- Place containers to establish a 72-inch wide (minimum) aisle
- Provide temperature control for CDC shipment
- Receive product requests from the Staging Coordinator
- Provide inventory control for items under supervision

Note: Tracking the CDC shipped product is the ultimate responsibility of Storage Coordinator. The Storage Coordinator shall have communication with the Secondary Storage Coordinator to allow tracking from the Secondary site.

- Storage for the CDC shipment can be available at the Nevada National Guard since security, temperature control, trucking and accessible staff

Repackaging Coordinator

The Repackaging Coordinator shall be a pre-assigned State of Nevada official. The SNS Division Chief will delegate this responsibility as required, thus the Repackaging Coordinator shall report to the SNS Division Chief. The function of repackaging includes creating individual, labeled regimens of specific drugs that will be staged for delivery. The RSS Unit Leader will be responsible for the oversight of all repackaging issues, such as, but not limited to:

- Notify Merck Medco of possible need to re-package as early into the incident as possible
- Coordinate with Merck Medco staff
- Report to the SNS Division Chief a time phased plan for the repackaging effort
- Identify a location for repackaging effort
- Notify and select a team of individuals to participate in the repackaging effort

- Coordinate with the TARU to brief and organize the repackaging team
- Coordinate with the TARU for the readiness of the repackaging location

Section 2 – Annex 7, Tab C

Repackaging Procedures

SNS pharmaceuticals will be repackaged into individual regimens that will be delivered to the dispensing sites for distribution to the public. This effort will be administered by the Repackaging Manager and occur at the designated DRC. The Repackaging Manager must be a licensed pharmacist in the State or be a federalized pharmacist. The Repackaging Manager will coordinate with the Materiel Manager. The function of repackaging includes creating individual, labeled regimens of specific drugs that will be staged for delivery by the Materiel Manager. Repackaging personnel located at the DRC will complete the following operations:

- Unpack the SNS boxes and separate bulk medications from other medical supplies, such as surgical supplies or ventilators, that will be taken directly to hospitals
- Count individual doses depending on operational plans for multi-day regimen
- Place individual doses in small packages (such as dispensing vials, or sealed)
- Label all individual packages
 - > These labels should be printed in advance, if possible
 - > These labels must be translated into other languages
- Assemble and load individual packages for distribution to dispensing sites >
 - These packages will also include instruction sheets to accompany the medications
 - > These packages must also be translated into other languages
- Count pills into individual regimens. The Push Package includes three repackaging methods:
 - > Two high-speed pill counting machines that will be operated by CDC personnel
 - > Eight automatic pill counting machines that will be operated by on-site personnel
 - > One hundred volumetric pill counting devices to be used by on-site personnel to hand-count pills
- Arrange DRC Repackaging area into work areas as required by the repackaging operations supervisor

Distribution Unit Leader

The Distribution Unit Leader shall be a pre-assigned State of Nevada official. The SNS Division Chief will delegate this responsibility as required, thus the Distribution Unit Leader shall report to the SNS Division Chief. The Distribution Unit Leader will be responsible for the oversight of all distribution and transportation issues, such as, but not limited to:

- Coordinate with the Dept of Transportation, Nevada National Guard or other supporting agencies regarding specific transportation issues required for movement or delivery of the SNS
- Directly communicate with designated supporting agencies or organizations
- Receive distribution requests from the SNS Division Chief

Section 2 – Annex 7, Tab C

- Develop distribution plan
- Coordinate resource and equipment needs through SNS Division Chief
- Coordinate security needs with the SNS Security Unit Leader
- Manage the distribution of product from:
 - > Reception site to repackaging site (if necessary)
 - > Repackaging site to dissemination site (if necessary)
 - > Reception site to dissemination site
 - > Reception site to storage site
 - > Dissemination site to mass prophylaxis venues

Dissemination, Staging, Storage (DSS) Unit Leader

The Dissemination Unit Leader shall be a pre-assigned State of Nevada official. The SNS Division Chief will delegate this responsibility as required, thus the Dissemination Unit Leader shall report to the SNS Division Chief. The Dissemination Unit Leader will be responsible for the oversight of all dissemination issues, such as, but not limited to:

- Assure early notification of receiving site and implement SNS reception plan for selected receiving site
- Establish the dissemination site
- Ensure SNS Security Unit Leader has implemented a site security plan
- Identify method and type of delivery means from the Distribution Unit Leader (rotary or fixed wing / ground)
- Notify reception site and implement SNS reception plans for the site
- Prepare the reception site for arrival of the selected shipment at secondary staging
- Secure or confirm needed resources for offloading shipment
- Organize the selected SNS pharmaceuticals and equipment to meet the needs of the Mass Dispensing Unit Leader
- Assign an Offloading group to manage the offloading of the selected shipment. The offloading group may consist of the cargo facility staff; or, the Nevada Guard
- Report an estimated timeframe for the offloading to the SNS Division Chief
- Begin container-staging operations and inventory control. Staging operations will ongoing throughout the SNS operation
- Make provisions for storage of excess pharmaceuticals and equipment
- Store containers by color of document pouch cover on the side of each container
 - > Red – oral antibiotics
 - > Yellow – intravenous drugs and supplies

- > Blue – airway supplies
- > Green – chemical antidotes and related supplies
- > Purple – medical/surgical supplies
- Prepare the warehouse to support each container (facing into an aisle)
- Place containers to establish a 72-inch wide (minimum) aisle

Section 2 – Annex 7, Tab C

- Provide temperature control for CDC shipment
- Receive product requests from the Mass Dispensing Unit Leader
- Coordinate shipping with the Distribution Unit Leader

SNS Security Unit Leader

The SNS Security Unit Leader shall be a pre-assigned State of Nevada official. The SNS Division Chief will delegate this responsibility as required, thus the SNS Security Unit Leader shall report to the SNS Division Chief. The SNS Security Unit Leader will be responsible for the oversight of all safety and security issues, such as, but not limited to:

- Security of the Reception site
- Security of the Repackaging site
- Security of the Storage site
- Security of the Distribution site
- Security of the Dissemination site
- Provision of Safety Officers for each operational site
- Coordination with local law enforcement

Technical Advisory Response Unit (TARU)

The TARU will remain with the Push Package containers at the RSS. The TARU team is comprised of 5 to 7 members with the following responsibilities:

- **Lead** – Overall responsibility for TARU activities
- **Operations Officer** – Assists Lead, coordinates TARU activities, maintains contact with all members
- **Logistics Officer** – Coordinates all logistic operations, RSS activities, hand over, VMI
- **Liaison Officer** – Reports to Incident Command site, main conduit for information from state/local Incident Command site to TARU and SNS Operations Center
- **Communications Officer** – Establishes and maintains communications and IT capabilities, assists in operating the TARU Operations Center (TOC)
- **Security Officer** – Responsible for protecting TARU members and coordinating with state/local law enforcement in securing SNS materiel.

Potential SNS Reception, Dissemination, and Distribution Sites

Potential Reception Sites (for air) Nellis

Air Force Base – Primary.

Nellis Air Force Base (AFB) maintains a great advantage due to its capability to handle large aircraft, heavy cargo and its proximity to Lincoln County. This installation possesses the space needed to stage, store and disseminate the CDC product. Nellis AFB is inherently a secure facility with limited access. Extensive area is available for aircraft and ground parking as additional advantages. Transportation from Nellis AFB to Lincoln County will be the largest concern. NDEM may be able to arrange the transportation services in escorting the package.

McCarran International Airport, Las Vegas – Secondary.

McCarran International Airport is the closest facility capable of handling a 747 aircraft. The airport is capable of handling the cargo as well as the staging, storage and dissemination operations. The Nevada National Guard may assist in providing transportation to Lincoln County if this site is selected. The distance will reduce the effectiveness of dissemination/distribution efforts due to communications, if the package is held in a secure building. Also, vehicular traffic will reduce the effectiveness of the transfer from the airport to Lincoln County.

Potential Reception Sites (for ground)

A government controlled warehouse can best accommodate the storage and security. Assuming the facility offers a large, sheltered area where security of the Push Package, maintaining control and accountability can be more effectively accomplished.

Potential Dissemination Sites

The Lincoln Elementary School has a sufficient parking area for community residents to rotate through an immunization process. A large number of residents can be easily vaccinated through the facility as long as the process is well organized.

'K'K'K Note: If possible, avoid using Lincoln County Medical Clinic as a mass immunization site. Large populations will overwhelm the clinic staff, create bottlenecks and potential inefficiencies or unnecessary delays. 'K'K'K

Potential Staging / Storage / Repackaging Site

Large warehouses are potential locations for staging and storage. The selected warehouse must meet restrictive access, space and security requirements. The availability of those types of sites will be the largest obstacle as well as the logistic in transferring the materials with accountability.

When the vaccinations and pharmaceutical distribution operations are complete, the space available in the Center will facilitate repackaging of remaining products for shipment return.

Manmade – Major Accidents / Mass Casualty

Situation

Accidents may occur at any time. Some accidents may be preventable originating from human errors or judgment. Other accidents may be a result of mechanical failure. In either case, many injuries may be incurred depending upon the accident. Each situation will drive response priorities and tasks. This annex offers flexibility and is less restrictive than other annexes. The Incident Commander (IC) will be able to tailor the incident response as necessary. The IC will quickly assess the situation, determine further action, and order resources to mitigate the event. In some cases, annexes addressing hazardous material release/spill or a terrorist act may be the appropriate response process. Accidents, such as **aircraft mishaps or railroad derailments**, or **industrial, non-chemical explosions or large structural fires** will require a scaleable response depending on the size and complexity of the incident. Other annexes may be applicable following the IC assessment and determination.

In any major accident / mass casualty scenario, emotion will be at an elevated level. The initial response is to race into the incident with little thought of the potential consequences to victims and their would-be rescuers. Assessing the situation, establishing and prioritizing tasks are mature considerations in response to any event. Medical facilities must be alerted to prepare teams in treating the various injuries. Crowd control will be an obstacle and distraction since interested residents and bystanders are curious to understand the situation and observe the response. A deliberate and decisive response will offer greater confidence in emergency crews.

Assumptions

In order to facilitate preparedness, response planning, and situation mitigation, some assumptions must be created to fill gaps in planning. For planning purposes, these assumptions are stated as fact.

1. The number of patients will not exceed 50. Additional patients will exceed the medical response capability.
2. The incident area will be quickly contained and isolated from the public access.
3. Grover C. Dils Medical Center and the clinics cannot support triage efforts or handle several patients for mass casualty scenarios. Larger hospitals will likely be required to receive the mass casualty victims. Responding Emergency Medical Services (EMS) will be limited in stabilizing victims for further transfer to capable medical facilities. EMS resources will be exhausted in a short period of time.
4. The Incident Commander (IC) must treat the area as a crime scene to allow designated investigation teams identify the cause of the accident, determine negligence or

criminal activity, consider follow-up reports and develop procedures to prevent future occurrences.

Section 2 – Annex 8

5. Media will be pressing the IC for information on the situation and victims.

Concept of Operations

To allow emergency response teams time to take appropriate emergency action to save lives, eliminate or reduce injuries, and minimize the damage to property, critical infrastructure and the environment. The complexity of the incident will determine whether the EOC is activated. The IC may be able to maintain control and management of the situation without activating the EOC. However, the complexity of the situation will dictate the EOC activation decision.

Rescue efforts will likely occur first. The situation must be assessed, contained and/or isolated prior to the conduct of rescue efforts. Assessments will protect emergency personnel from unseen hazards. For example, aircraft accidents may rupture fuel cells and electrical equipment or nearby combustible material may ignite spilled fuel. A military aircraft may be carrying ordnance. Once assessments are complete and the area boundaries established, the IC will prioritize tasks and coordinate emergency personnel to execute rescue efforts.

Priority emergency response objectives are as follows, unless the situation demands otherwise:

1. Assess situation and identify danger to rescue personnel
2. Contain / isolate area to minimize access by non-emergency personnel and maintain area integrity (for investigation teams) until further notice
3. Alert medical facilities, rescue survivors, conduct triage on victims and transfer victims to medical facilities
4. Extinguish possible fires
5. Advise and/or inform public of the situation and provide instructions, as necessary
6. Maintain civil order
7. Shelter displaced families if homes are destroyed / damaged by the incident, if necessary
8. Temporarily secure utility services, if damaged
9. Restore critical infrastructure and clear roadways / transportation routes, if necessary

Notification Procedure

Initial notification of an incident will most likely begin with the Lincoln County 911 Dispatch. Dispatchers will obtain as much information as possible from caller to direct the level of response for the situation to include fire, police, and EMS (especially for mass casualty scenarios). Once the first response teams arrive on-scene, the situation must be immediately assessed by the Incident

Commander (IC) and establish area containment with available resources at the given location. Lincoln County Sheriff's Office will be receiving reports. The Sheriff may contact key county leaders, but the Lincoln County Emergency Management Director must be contacted when the initial report is received. The Lincoln County Emergency Management Director can advise the IC and/or County Commissioners to determine the need for EOC activation based on the incident size and scale, especially if extensive resources are needed.

Section 2 – Annex 8

EOC Response

The situation will drive the IC in determining the need for activating the EOC. Monitoring the status of public services and infrastructure, and the progress of the Primary Response Objectives will be largely a coordination effort to ensure resources are available to support the effort. The EOC will be helpful in that support. Given the visibility and potential national interest of a catastrophic incident, EOC activation is strongly encouraged.

Many State and Federal agencies will be interested and may deploy to the area. The IC and EOC must be able to integrate with those entities. With that integration, organizational and logistical issues will be their introduction to the local response capabilities. The IC and EOC must NOT assume those entities will accept control and/or responsibility immediately. Unless those entities specifically assume the responsibility, the IC must continue to mitigate the situation.

Aircraft Mishap (Crash)

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items (IC)
- Contact EMS for medical support and helicopter rescue / medical evacuation services for critical cases (Dispatch)
- Coordinate rescue efforts, as necessary, and determine manpower availability for personnel rotation to provide temporary security. Consider the following groups for rescue support (IC)
 - > Off-duty Sheriff's deputies – regular and reserve staff
 - > Off-duty Fire Department personnel
 - > For airborne technical rescue services (high angle, difficult areas), contact Nevada Division of Emergency Management.
- Report status of fires (IC)
- Contact the Federal Aviation Administration and coordinate efforts to identify the aircraft from the filed flight plan (Dispatch)
- For military aircraft:
 - > Contact home base installation, if known from the flight plan (Dispatch)
 - > Do not allow personnel to be in close proximity of the crash site and upwind, **not downwind** from the smoke unless appropriate PPE is donned (IC)
 - > If Fire Department is extinguishing the fire, cool ordnance as well as the extra fuel tanks (IC)
 - > If pilot had ejected from a high performance jet aircraft, ensure EMS use a back board to prevent further injury to the neck and/or spine (IC)
 - > Maintain a security force to avoid public access/entry into the area for safety and investigation team purposes (IC)
- For civilian airliner / general aviation aircraft:
 - > For a civilian airliner, request several EMS and helicopter evacuation assets given the number of potential injuries on the airline (IC)
 - > Contact parent airline, if FAA does not accomplish this task (Dispatch)
 - > Do not allow personnel to be in close proximity of the crash site and upwind, **not downwind** from the smoke unless appropriate PPE is donned. (IC)
 - > If Fire Department is extinguishing the fire, cool fuel tanks (IC)
 - > Maintain a security force to avoid public access/entry into the area for National Transportation Safety Board (NTSB) investigation team purposes (IC)
 - > Designate a mortuary affairs area, if deceased casualties
 - Procure / obtain refrigeration units (establish Finance/Administration and Logistic Sections to coordinate and accomplish procuring the necessary items)
 - Ensure accurate accounting and location of deceased persons

- Coordinate with the airline officials and determine next of kin (NOK)

Section 2 – Annex 8, Tab A

Fires – Structural / Wild land

Structural fires are typically manageable under the local Fire Departments. Unless the several structures become engulfed, additional resources will be determined by the IC.

Lincoln County resources may initially respond to wild land fires depending upon the location of the fire. Wild land fire responsibility on Federal lands will be normally transferred to and handled by the Bureau of Land Management through the Battle Mountain Field Office. Nevada lands will be a Nevada Division of Forestry responsibility within Lincoln County. Areas with the greatest concern and threat are Caselton, Eagle Valley, Pioche, and Mt. Wilson.

Actions – for structural fire

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Provide traffic control to allow entry of emergency vehicle access (fire, EMS)
- Determine number of remaining victims in the structure and conduct rescue operations
- Contact local hospital / clinics to allow time for medical staff preparation
- Ensure structure is contained and does not lead to a wild land fire
- Determine whether an evacuation is necessary in vicinity of fire
- Coordinate with the Public Information Officer to designate a media area
- Designate an area, create list of volunteer support and assign volunteers where needed
 - 3/4 Consider expertise and transportation of volunteers to assigned groups
- Designate/assign volunteers personnel (such as pastors, counselors, mental health professionals, etc.) into Crisis Intervention Stress Management teams and send them to a facility suitable for privacy to ease the psychological stress of the event
- Develop plan to integrate and stage local area county, State, and Federal agencies as well as non-governmental organizations such as the Red Cross

When the initial crisis has stabilized:

- When fire is extinguished, obtain the list of investigators
- Develop plan for debris removal and critical infrastructure restoration
- Liaison between State and Federal agencies for short and long term recovery options

Actions – for wild land fire

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Provide traffic control to deny access except for authorized fire suppression units
- Support the Fire Incident Commander as he/she will determine the tactics, amount of follow on support, and equipment necessary to create fire breaks
- Ensure logistic support (food, water, portable restrooms) is ordered and determine arrival

- Monitor fire progress to determine whether an evacuation is necessary
- Contact local and/or area hospitals/clinics allowing time to prepare and accept injuries
- *Anticipate IC responsibilities to be transferred to State or Federal agencies, as required*

Section 2 – Annex 8, Tab A

Utility Failures

The extent of damage, time to repair, and weather conditions will determine the immediate need for assistance to specific populations. These factors will determine the level of logistic support such as water if water supply or sewer support systems are affected; or, food, heat, air conditioning if gas or electric is affected. Portable generators must be available to supply critical facilities. Dils Medical Center and the clinics are top priorities. Dispatchers must maintain communication networks. Determine what special populations are at higher risk given the conditions.

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Determine affected area and number of residents / businesses impacted
- Obtain an estimate of repair completion and request periodic status reports
- Determine the status of the clinics and ability to provide limited emergency and/or inpatient care
- Coordinate with the Retired Senior Volunteer Program (RSVP) to determine if senior residents have medical support impacts or require special assistance
- Arrange for portable toilets in affected areas, if time of repair is excessive
- Consider moving portable systems such as water buffalos or generators to priority areas as requested through County offices
- Establish a shelter at the closest, available Lincoln school for displaced families if repairs exceed an acceptable period of time based on weather conditions
 - > Develop a standardized set of in-processing procedures to account for each refugee at each location. Submit daily reports to Finance/Administration Section
 - > Develop plan for food distribution and replenishment
 - > Ensure fresh water tanks are readily available and replenishment cycle
 - > Develop plan for medical
 - > Develop plan for communication
 - > Develop plan for sheltering
 - > Establish staging areas for supplies and coordinate with the Red Cross
 - > Allow Crisis Intervention Stress Management teams to comfort displaced families at designated schools
 - > Determine how to handle pets of displaced families

Manmade – Civil Disorder

Situation

Metropolitan cities have had trouble over the years with civil disorder or rioting. For example, a triumphant sports team in a championship contest led to over exuberant fans destroying property and injuring by-standers. This disorder is atypical for rural Nevada communities. However, when large events are held in the community and many visitors become very active in reveling. This reveling may manifest itself in civil disorder. This disorder may spread similarly to downtown areas and quickly exceed the capability of local law enforcement personnel.

Some disasters may spark civil unrest due to anger, frustration and/or need for resources such as food, water, etc. Civil unrest will require a greater demand on law enforcement personnel. Law enforcement personnel will likely be intensely involved with the incident. Drawing them from the incident will negatively impact the IC's ability to mitigate the situation. Quick, decisive action will be required to quash this problem before property is damaged, and most importantly, any injuries occur.

Assumptions

In order to facilitate preparedness, response planning, and situation mitigation, some assumptions must be created to fill gaps in planning. For planning purposes, these assumptions are stated as fact.

1. The incident area will be quickly contained and isolated from the public access.
2. Neighboring counties and state law enforcement may require up to 4 – 6 hours in directing and obtaining additional support.
3. The Incident Commander (IC) must treat the area as a crime scene to allow designated investigation teams identify the cause of the accident, determine criminal activity, consider follow-up reports and develop procedures to prevent future occurrences.
4. Media will be pressing the IC for information on the situation and victims.

Concept of Operations

The purpose of this annex is to allow emergency response teams time to take appropriate emergency action to save lives, eliminate or reduce injuries, and minimize the damage to property, critical infrastructure and the environment. The complexity of the incident will likely determine activation of the EOC. The IC must be able to isolate/contain the unrest area,

maintain control and management of the situation avoiding EOC activation. However, the complexity of the situation will dictate the EOC activation decision.

Fires may be started and possible violence may culminate into attacks of by-standers or residents. A show or use of force may be required to neutralize instigators and acts of violence. If the violence becomes widespread, use of the Nevada National Guard may be necessary.

Priority emergency response objectives are as follows, unless the situation demands otherwise:

1. Assess situation and identify hazard areas
2. Protect residents and property
3. Contain / isolate area to minimize access by all persons into the danger areas and maintain area integrity (for investigation teams) until further notice
4. Alert medical facilities and conduct triage on victims and transfer victims to medical facilities
5. Extinguish possible fires
6. Advise and/or inform public of the situation and provide instructions, as necessary
7. Restore critical infrastructure and clear roadways / transportation routes, if necessary

Notification Procedure

Initial notification of an incident will most likely begin with the Lincoln County 911 Dispatch. Dispatchers will obtain as much information as possible from caller to direct the level of response for the situation (i.e., fire, police, medical assistance, etc.). Once the first response teams arrive on-scene, the situation must be immediately assessed by the Incident Commander (IC) and contained with available resources at the given location. Lincoln County Sheriff's Office will be receiving reports. The Sheriff may contact key county leaders, but the Lincoln County Emergency Management Director must be included when the initial report is received. Depending upon the size and scale of the disorder, the Emergency Management Director may consult with the County Commission to determine if the EOC must be activated based on recommendations from the IC, especially if additional resources are needed.

EOC / Command

Actions

These actions may include, but are NOT limited to:

- Coordinate and organize EOC and functional areas
- Review emergency response objectives and assign priorities based on the overall situation
- Create an Incident Log for significant events
- Create a task log to track and monitor actions being performed
- Actively request status reports on control efforts, and if injuries occur during the disturbance
- Develop and broadcast a public announcement / notification with the designated Public Information Officer
 - > Advise residents of the situation
 - > Request residents to avoid using the roadways in the vicinity of the disturbance
 - > Notify the residents of periodic status reports to keep them informed and calm
- Assess the extent of damage to critical infrastructure by the disorder.
 - > Check water supply and sewage systems
 - > Assess electrical systems
 - > Report unusable roads
 - > If breaks in natural gas lines or at petroleum stations, secure supply sources immediately to avoid fires
- Consider establishing a shelter area at nearest school for displaced residents if homes are damaged/destroyed by the incident
- Review Communications Plan to verify nets, frequencies and protocols
- Notify Nevada State Division of Emergency Management of the situation
- Draft Emergency Declaration, as directed or needed, especially if the Nevada National Guard is required to show (additional/elevated) force and quash the disturbance
- Notify pertinent Federal and other State agencies

Command Staff

Public Information Officer

- Draft public notification plan or public release statements and submit them to the EOC/IC
- Designate media area
- Develop plan for daily press / media briefs
- Coordinate local officials to ensure continuity with County Commissioners in addressing residents

Safety Officer

- Observe suppression operations to avoid extraordinary and unnecessary risk taking.

Section 2 – Annex 9, Tab A

Operations

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Coordinate rescue efforts, as necessary, and determine manpower availability for personnel rotation
Consider the following groups for rescue support
 - 3/4 Off-duty Sheriff's deputies – regular and reserve staff
 - 3/4 Off-duty Fire Department personnel
 - 3/4 Lincoln County School District Transportation Personnel to transfer people from affected area, as necessary
 - 3/4 Volunteer support may be available, but ensure the volunteers understand that some actions require formal training and may not be authorized to perform those functions or activities. **Do not place volunteers at risk in the disturbance area.**
- Report status of fires, if any, to the Command section
- Request additional emergency medical services, as required
- Contact facilities with special populations (refer to Annex 6, Tab F) to determine whether additional assistance is required to move people from the affected area.
- Advise on-duty Sheriff's deputies to be observant of potential looting or any civil disturbances

Planning

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Collect damage assessments and determine level of assistance
 - 3/4 Consider requesting National Guard for security, if civil disturbance increases
 - 3/4 Submit recommendations for courses of action to the Command Section and include the use and integration of the additional Guard support (materiel and manpower) and location
- Develop plan for debris removal and critical infrastructure restoration
- Review special population list (See Annex 6, Tab F) and determine whether assistance is required to move those people.
- Develop plan to integrate and stage local area county, State, and Federal agencies as well as non-governmental organizations such as the Red Cross
- Contact local hospital / clinics to inventory available antibiotics
- Designate/assign volunteer personnel (such as pastors, counselors, mental health professionals, etc.) into Crisis Intervention Stress Management teams and send them to the closest available Lincoln County School to ease the psychological stress of the event
- Coordinate with the Public Information Officer to designate a media area
- Designate an area, create list of volunteer support and assign volunteers where needed
 - 3/4 Consider expertise and transportation of volunteers to assigned groups

When the initial crisis has stabilized:

- Develop a recovery plan to prioritize actions and restore county facilities and services
- Liaison between State and Federal agencies for short and long term recovery options

Logistics

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Determine / project Equipment / Supplies and forward lists to Finance/Admin Section for possible contracting equipment, stores, and/or services
- Coordinate meals and water for rescue, security and volunteer personnel to be delivered on-site as the incident progresses or is mitigated
Note: Determine if additional manpower resources will be required such as the Nevada National Guard
- Arrange for portable toilets for on-site use by rescue personnel
- Designate a location for rescue and volunteer personnel to rest
- Establish a shelter at the closest available school for displaced families if homes are destroyed/damaged
 - > Develop a standardized set of in-processing procedures to account for each refugee at each location. Submit daily reports to Finance/Administration Section
 - > Develop plan for food distribution and replenishment
 - > Ensure fresh water tanks are readily available and replenishment cycle
 - > Develop plan for medical
 - > Develop plan for communication
 - > Develop plan for sheltering
 - > Establish staging areas for supplies and coordinate with the Red Cross
 - > Allow Crisis Intervention Stress Management teams to comfort displaced families at the Lincoln County Schools
- Designate a mortuary affairs area, if necessary
 - > Procure / obtain refrigeration units from Finance/Administration Section
 - > Ensure accurate accounting and location of deceased persons

Finance/Administration

Actions

These actions may include, but are NOT limited to:

- Create a task log to track action items
- Notify businesses of required equipment / supplies, if available locally, and contract for equipment, stores, and/or services
- Procure food, supplies, and equipment
- Coordinate with Planning Section and maintain an updated list of volunteers and their organizational assignment
- Establish various accounting reports for all goods, services and labor costs (include volunteer support)
- Maintain and update a central list of:
 - 3/4 Displaced families and residents at the Lincoln County Schools, if a shelter is established
 - 3/4 Assigned resources outside of Lincoln County (i.e., Nevada National Guard, NHP, etc)
 - 3/4 Deceased persons accounted for at the mortuary affairs
 - 3/4 Volunteers, location and current assignment
- Prepare for integration of state and federal funding assistance, if necessary

Section 3

Section 3 provides the **resources available** to assist in mitigating the incident.

Resource Management

Maintaining a comprehensive resource management system is essential during an incident to track and account for all assets and personnel. Comprehensive resource management ensures that visibility is maintained over all resources so they can be effectively and efficiently used. Resources can be dispatched and re-assigned quickly to support the preparation and response to the demands of the incident until its conclusion where they can transition to a seamless demobilization. Comprehensive resource management also applies in classifying resources by kind and type, and their status.

- Allocated resources are those items that are dispatched to, but have not yet “checked-in” at the incident location.
- Assigned resources are those items operating in the field under supervised direction.
- Available resources are those items ready for deployment, but have not been assigned to the field (Note: all resources located in a staging area are in an "available" status only).
- Out-of-service resources are those items that are neither "available" nor "assigned". Resources can be "out-of-service" for a variety of reasons, including: a shortfall in personnel (i.e., not enough people to operate equipment); personnel taking a rest; maintenance or repair; weather; demobilization; or other reasons.

The "kind" of resource describes what the resource is, for instance, generator or a truck.
 The "type" of resource describes a performance capability for a kind of resource (i.e., a 50 kW generator, or a one-ton truck, etc.)

3/4 Single resources – single kind/type, or individual pieces of equipment and personnel (i.e., boom truck repairing an electrical power line)

3/4 Task Force – any combination and number of single resources (i.e., search and rescue teams with EMS teams performing a rescue)

3/4 Strike Team – Resources of the same kind and type (i.e., dozers and operators along the Meadow Valley Wash reinforcing levies)

- Ordering resources.
- Dispatching resources.
- Tracking resources.
- Recovering resources.

Lincoln County must develop processes for reimbursement for resources, as appropriate. Reimbursement may remain at the county level or elevated to the State and/or Federal level depending on the size and scope of the incident. Meticulous recordkeeping must be performed to ensure accountability of resources. The Finance/Administration Section personnel may be required to respond to audit if one is ordered by funding authorities.

Available Equipment/Resource List (by source)

Table of Contents

Alamo Sewer and Water	2
Caliente Fire Department.....	2
Lincoln County Search & Rescue.....	3
Lincoln County School District	3
Lincoln County Sheriff's Office	3
Pahrnagat Valley Ambulance.....	4
Pahrnagat Valley (Alamo) Volunteer Fire Department	4
LCFD/Panaca Volunteer Fire Department.....	4
Pioche Public Utility.....	8
Pioche Volunteer Fire Department	9

Available Equipment/Resource List (by source)

~ A / B ~

Alamo Sewer & Water

Capability	Quantity	Metric	Point of Contact	Phone number
Portable generator	1	120-volt, gas (3 gal tank)	Trevor Laird	Off: 775-725-3377 M: 775-277-0144
Fire extinguishers	2			
Gloves	3 pr			
Raingear	2			
Shovels	3			

~ C ~

Caliente Fire Department

Capability	Quantity	Metric	Point of Contact	Phone number
Fire suppression Engine / Truck Class A and B foam	1 1 1 1	'91 Chevy Pumper, 1,250 gal/1,250 gpm 1999 Freightliner 500 gal/750 gpm 1990 Spartan 500 gal/1000gpm. 2001 Ford Mini- Pumper 300 gal.(Wildland). 2005 GMC squad	Fire Chief Steve Rowe	Emerg: 911 or 775-962-8080 Home: 775-726-3317
Hazmat trailer	1			
Radios	8 4	- Hand held - Mobile		
Self-Contained Breathing Apparatus (SCBA)	27	Survivair – includes 27 spare (1 hr) and 5 (30 min) cylinders		
Miscellaneous equipment Radiation monitor	1	Victoreen		
Gas detector	1	AIM 600 Series		
Portable generators	1	Powermate I/C 400W		
Portable lights	2	500W		
Doffitt kits	100			
Shower system	1	#6		
Entry, rescue, and extraction tools	NA			
Shelter system	1			
PPE				
Turnouts (structure)	40			
Extra boots	25			
Protective work suits	12			
Level B encapsulated	14			

Work gloves	56			
Safety helmets	25			
Safety goggles	35			
Safety vests	10			

~ D – N ~

Lincoln County Search and Rescue

Capability	Quantity	Metric	Point of Contact	Phone number
Incident Command vehicle With IC kit	1	Ford F-150	Commander Cameron Boyce	775-962-8080
SAR Trucks	3	Ford F-150		
Portable generators	2	1 – 2000 watt 1 – 1000 watt		
Portable lights	3 2	1200 watt w/ stands Hand held spotlights		
PPE	6 2	Level II (encapsulated) coverall outerwear A Survivair emergency escape hoods		
Radios	27	2 – Mobile (Kenwood HT 1000) 7 – Hand held (Motorola – P110) 14- Handheld (rugged radio V3)		
Self-Contained Breathing Apparatus (SCBA)	2			
ATV trailer	1	w/ emergency medical transport kit		
Battery powered megaphone	2	1 – in vehicle 1 – extra		
Binocular set	1	8 power		
Tables	2	2 – 2x5 folding		
Yellow plastic backboards	2			

Lincoln County School District

Capability	Quantity	Metric	Point of Contact	Phone number
Backhoe	1		Pam Teel Skyler Liston (in Pam's absence)	Off: 775-728-8000 801-458-5545 <i>All requests for sheltering and/or assets must be passed through Superintendent.</i>
Camp forklift	1	H2411V		
John Deere Tractor	1	850		
Grader	1			
Loader	1			
Dump truck	2			
Pickup truck	8			
Transportation Buses Panaca –12 Pahrnagat – 9	21	7 - 84 Pass 10 - 78 Pass 1 - 48 Pass 2 - 29 Pass 1 - 27 Pass w/3 Wheel chair spots		

Lincoln County Sheriff's Office

Capability	Quantity	Metric	Point of Contact	Phone number
Patrol vehicles	17	11 – 4x4 pickup 3 – sedans (patrol) 4 – spare vehicle (All vehicles w/VHF)	Derek Foremaster (Sheriff cell)	(775) 962-8080 (702) 376-2697
Portable radios	30			
Mobile radios	30			
Base station		Frequency range		
Cellular telephones				
Mobile power generator	2			
Passenger vans	2	15 passenger		
Personnel available				
Interpreters	2	Spanish		

~ O / P / Q ~

Pahrnagat Valley Ambulance

Capability	Quantity	Metric	Point of Contact	Phone number
Ambulance Advanced Level w/ EKG, defibrillator, endotracheal intubation	7 Basic 7	2015 Ford F350 99 Ford F350 2014 Ford E350	Ryan Rhodes	911, or Emerg: 775-962- 8080 M:702-682-1016 H: 775-725-3434

Pahrnagat Valley (Alamo) Volunteer Fire Department

Capability	Quantity	Metric	Point of Contact	Phone number
Fire suppression Truck 3M light water 3%	1	2004 American LaFrance Pumper 1000 Gal	Fire Chief Derek Bowman	Emerg: 911 775-962-8080 C: 520-906-7373
Quick Response	2	1991 Seagrave, 500 gal tank/1500 gpm		
	1	Ford F-700 pumper, 2300 Gal Tender		
	1	2006 Kenworth 2008 International Type 4		
	1	500 gal/250 gpm Howe Fire truck , 350 gal/1,250 gpm		
	1	2016 Dodge 5500 CAFS		
Cargo Trailer	1	Hazmat and decon supplies		
Radios	8	Kenwood		
Re-servicing capacity	1	Portable tank, 10 backup bottles		

Self-Contained Breathing Apparatus (SCBA)	12 7	Scot Air Packs, 12 spare cylinders MSA G1 4500 7 Spare Cylinders		
PPE Structure turnouts	25 sets			
Drop bag w/150 ft rescue rope	1			
Rescue Rack	1			
Spanner wrench	6			
Hydrant wrench	4			
6 ft pike pole	2			
Pick head axe	3			
Flat head axe	2			
Slide bar w/ claw	1			
Hooligan	2			
HURST Jaws of Life Low Pressure w/ power unit and cribbing	1			
HURST Jaws of Life High Pressure w/ power unit and cribbing	1			
Kineman Extrication combi tool	1			
Amkus Extrication set	1			
Infrared camera	1			

LCFD/ Panaca Volunteer Fire Department

Capability	Quantity	Metric	Point of Contact	Phone Number
Fire Suppression Engines	1	2004 Pierce 750 Gal/1250 GPM	Kade Lee	Emergency: 911 or 7759628080 Cell: 7759622218
	1	1989 Simon-Duplex Quint-75ft Ladder 0 Gal/1250 GPM		
	1	1997 Freightliner 850 Gal/ 1250GPM		
Water Tenders	1	2021 Freightliner 2000 Gal/ 1000 GPM		
	1	1996 Volvo 3500 Gal/1500 GPM		

Wildland Engine	1	1995 International 800 Gal/90 GPM		
	1	1996 Frieghtliner 800 Gal/90 GPM		
	1	2020 Dodge 450 Gal/ 150 GPM		
	1	2005 Ford 200Gal/50 GPM		
Trailers	1	Command Trailer		
	1	Medical SxS Trailer		
	3	Utility Trailer		
Equipment	1	Skid Steer with Attachments		
	1	Chipper		
	1	Track Chipper		
	2	Side by Side		
Trucks	6	3- Rapid response 2 Utility 1 Chip Truck		
Ambulance	4	ILS/BLS		
PPE Structure Turnouts	25 sets			
Wildland	20 sets			
Radios	25	12 BK 10 Motorola 3 Kenwood		
SCBA	12	12 MSA packs with cylinders 12 Spare cylinders		
Reservice SCBA	1			

Pioche Public Utility

Capability	Quantity	Metric	Point of Contact	Phone number
Backhoe	1	Diesel, 25 gal tank	Nathan Adams	Off: 775-962-5840 775-962-1627
Boom truck	1	Derrick, gas, 50 gal		
Bucket truck	1	Diesel, 50 gal		
Dump truck	1	Diesel		
	2	2 – 1-ton (1 gas/1diesel)		
Loader	1	Diesel, 50 gal		
Support (pick up) truck	2	2 – gas, 20 gal each		
Portable generators	1	3000 watt, gas		
Portable generator – welder	1	Gas		
Portable pumps	2	1 – trash, gas, 2-3 gal, 250 gpm 1 – sump,electric,50gpm		
Shovels	6			
Raingear	2			
Safety glasses	3			
Portable fire fighting	7	2 – 2 ½” hose 5 – 1 ½” hose		

Pioche Volunteer Fire Department

Capability	Quantity	Metric	Point of Contact	Phone number
Fire suppression Truck Class A & B foam	5	'07 Freightliner, 1000 gal/1,250 gpm '79 Chevy, 750 gal/1,000 gpm '80 mini-pumper, 250 gal/250 gpm '41 Mack, 350 gal/250 gpm	Fire Chief John Stever Assistant Chief Aaron Boyce	Emerg: 775-962-8080 C: 775-962-1143 C: 775-962-1917
Light Rescue	1	'02 F-450, 300 gal/ 250 gpm		
Interface response	1	2012 F-550, 400 gal/150GPM		
Brush Tender	1	1997 Freightliner 850 gal/ 150 gpm		
Utility	1	'90 Chevy		

Cargo Trailer	1	Hazmat and decontamination supplies		
Radios	9	BK handheld		
Re-servicing compressor	1			
Self-Contained Breathing Apparatus (SCBA)	12	Survive air Panther with 12 – 1 hr packs/bottles, 8 – 1 hr 6-30 minute spare cylinders		
PPE Structure turnouts Wildland turnouts	25 sets 15 sets			

~ R – Z ~

Available Equipment/Resource List (by capability)

Table of Contents

Communications	
Portable Radios.....	2
Equipment (heavy)	
Ambulance.....	2
Backhoe.....	3
Boom Truck.....	3
Bucket Truck.....	3
Crane.....	3
Dozer.....	3
Dump Truck.....	4
Fire Suppression.....	4
Grader.....	5
Law Enforcement.....	5
Loader.....	5
Passenger Bus.....	6
Portable Generator.....	6
Portable Pump.....	6
Portable Light.....	6
Equipment (light) / Tools	
Hazardous Materials Equipment.....	7
Self-Contained Breathing Apparatus (SCBA).....	7
Shovels.....	7
Miscellaneous.....	7

Available Equipment/Resource List (by capability)

Communications

Radios

Source	Quantity	Metric	Point of Contact	Phone number
Caliente Volunteer Fire Department			Fire Chief George Rowe	Emerg: 911 or 775-962-8080 Home: 726-3478
Caliente Police Department		NA		
Lincoln County Sheriff's Office			Sheriff Derek Foremaster	(775) 962-8080 C: (702) 376-2697
Lincoln Search and Rescue	9	2 – Mobile (Kenwood HT 1000) 7 – Hand held (Motorola – P110)	Commander Cameron Boyce	435-463-8479
Pahranagat Valley Volunteer Fire Department			Fire Chief Derek Bowman	Emerg: 775-962-8080 C: 520-906-7373
Panaca Volunteer Fire Department			Fire Chief Kade Lee Asst. Chief	Emerg: 775-962-8080 775-962-2218
Pioche Volunteer Fire Department			Fire Chief John Stever Asst Chief Aaron Boyce	Emerg: 775-962-8080 C: 775-962-1143

Equipment (heavy)

Ambulances

Source	Quantity	Metric	Point of Contact	Phone number
Caliente 5 Basic EMTs 2 Advanced	2	2015 ford 2004 ford	Dylan Hansen	911/ 775-962-8080 H: 775-962-2344
Pahrnagat Valley 7 Basic 4 Drivers 7 Intermediate 1 PA	3	2015 Ford 99 Ford 2014 Ford	Ryan Rhodes	911 / 775-962-8080 H: 775-725-3434
Panaca 7 EMTs, 2 drivers 3 Advanced, 2 PA	1	2012 ford	Dylan Hansen	911/ 775-962-8080 H: 775-962-2344
Pioche 4 EMT's, 2 drivers 2 Advanced	1	2018 Chevrolet	Dylan Hansen	911/ 775-962-8080 C:775-962-2344

Backhoes

Source	Quantity	Metric	Point of Contact	Phone number
Lincoln County School District	1		Pam Teel Skyler Liston In Pam's absence	Off: 775-728-8000 <i>All requests for sheltering and/or assets must be passed through Superintendent.</i>
Pioche Public Utility	1	Diesel, 25 gal tank	Nathan Adams	Off: 775-962-5840 775-962-1627

Boom Truck

Source	Quantity	Metric	Point of Contact	Phone number
Pioche Public Utility	1	Derrick, gas, 50 gal	Nathan Adams	Off: 775-962-5840 775-962-1627

Bucket Truck

Source	Quantity	Metric	Point of Contact	Phone number
Pioche Public Utility	1	Diesel, 50 gal	Nathan Adams	Off: 775-962-5840 775-962-1627 775-962-1442

Crane

Source	Quantity	Metric	Point of Contact	Phone

Dozers

Source	Quantity	Metric	Point of Contact	Phone number

Dump Truck

Source	Quantity	Metric	Point of Contact	Phone number
Lincoln County School District	1		Pam Teel Skyler Liston (in Pam's absence)	Off: 775-728-8000 <i>All requests for sheltering and/or assets must be passed through Superintendent.</i>
Pioche Public Utility	1 2	Diesel 2 – 1-ton (1 gas/1diesel)	Nathan Adams	Off: 775-962-5840 775-962-1627

Fire Suppression – some suppression support equipment with engines/trucks will be listed in Annex 10, Tab A

Source	Quantity	Metric	Point of Contact	Phone number
Caliente Engine / Truck Class A and B foam	1 1 1 1	'91 Chevy Pumper, 1,250 gal/1,250 gpm 1999 Freightliner 500 gal/750 gpm 1990 Spartan 500 gal/1000gpm. 2001 Ford Mini-	Fire Chief George Rowe	Emerg: 775-962-8080 H: 775-726-3478
Pahranagat Valley Truck 3M light water 3%	1 1 1 1 1 1	2004 American LaFrance Pumper Ford F-700 pumper, 750 gal/750 gpm Chevy C-60, 500 gal/250 gpm Howe Fire truck , 350 gal/1,250 gpm 2016 Dodge 5500 2008 International Type 4 CAFS	Fire Chief Derek Bowman	Emerg: 775-962-8080 C: 520-906-7373
Panaca Fire	1 1 1 1	2004 Pierce 750 Gal/1250 Gpm 1989 Simon Duplex 0 Gal/1250 GPM 1996 International 850 Gal/90 GPM 2021 Freightliner 2000 Gal/ 1000 GPM	Fire Chief Kade Lee	Emerg: 775-962-8080 Cell: 775-962-2218

<p>Pioche Truck Class A & B foam</p> <p>Light Rescue</p> <p>Interface Response</p> <p>Brush Engine</p> <p>Utility Trailer</p>	<p>5</p> <p>1</p> <p>1</p> <p>1</p>	<p>1 – '07 Freightliner, 1000 gal/1,250 gpm ' 1 – 79 Chevy, 750 gal/1,000 gpm ' 1 – 80 mini-pumper, 250 gal/250 gpm ' 1 – 41 Mack, 350 gal/250 gpm '02, 300 gal/ 250 gpm '02 F-450, 300 gal/ 250 gpm 2012 F-550, 400 gal/150GPM '1997 Freightliner 850gal/ '90 ChevyPace 16' cargo</p>	<p>Fire Chief John Stever</p> <p>Assistant Chief Aaron Boyce</p> <p>Eric Holt</p>	<p>Emerg: 775-962-8080 H: 775-962-1143</p> <p>C: 775-962-1917</p> <p>Emerg: 775-962-8080 C: 775-962-2376</p>
<p>Lincoln County Fire District</p>		<p>1997 Freightliner 1250 GPM/ 860 gals. 1997 Freightliner Wildland Engine 860 gal/ 150 gpm Volvo water tender 3,000 gals.</p> <p>Response Rehab trailer</p> <p>Tracked side x side john deer 825i with trailer</p>	<p>Eric Holt</p>	<p>Emerg: 775-962-8080 C: 775-962-2376</p>

Grader

Source	Quantity	Metric	Point of Contact	Phone number
Lincoln County School District	1		Pam Teel Skyler Liston (in Pam's absence)	Off: 775-728-4471 <i>All requests for sheltering and/or assets must be passed through Superintendent.</i>

Law Enforcement

Source	Quantity	Metric	Point of Contact	Phone number
Caliente (City)				
Lincoln (County)			Derek Foremaster	(775) 962-8080

Patrol vehicles	11	7 – 4x4 / pickup 2 – sedans (on patrol) 6 – spare vehicle	(Sheriff cell) (Sheriff home)	(702) 376-2697
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Loaders

Source	Quantity	Metric	Point of Contact	Phone number
Lincoln County School District	1		Pam Teel Skyler Liston (in Pam's absence)	Off: 775-728-8000 <i>All requests for sheltering and/or assets must be passed through Superintendent.</i>
Pioche Public Utility	1	Diesel, 50 gal	Nathan Adams	Off: 775-962-5840 775-962-1627

Passenger Bus

Source	Quantity	Metric	Point of Contact	Phone number
Lincoln County School District Buses Panaca – 12 Pahrnagat – 9	21	7 - 84 passenger 10 - 78 passenger 1 - 48 passenger 2 - 29 passenger 1 - 27 passenger With 3 wheel chair spots	Pam Teel Skyler Liston (in Pam's absence)	Off: 775-728-8000 <i>All requests for sheltering and/or assets must be passed through Superintendent.</i>
Lincoln County Sheriff	2	15 passenger	Derek Foremaster (Sheriff cell) (Sheriff home)	(775) 962-8080 (702) 376-2697

Portable Generators

Source	Quantity	Metric	Point of Contact	Phone number
Alamo Sewer and Water	1	120-volt, gas (3 gal tank)	Trevor Laird	Off: 775-725-3377 C: 775-277-0144
Caliente Volunteer Fire Department	1	Powermate I/C 400W	Fire Chief George Rowe	Emerg: 911 or 775-962-8080 Home: 726-3478
Lincoln County Search and Rescue	2	1 – 2000 watt 1 – 1000 watt	Commander Cameron Boyce	775-962-8080 435-463-8479
Pioche Public Utility	1	3000 watt, gas	Nathan Adams	Off: 775-962-5840 775-962-1627

Portable Pumps

Source	Quantity	Metric	Point of Contact	Phone number
Pioche Public Utility	2	1 – trash, gas, 2-3 gal, 250 gpm 1 – sump,electric,50gpm	Nathan Adams	Off: 775-962-5840 775-962-1627

Portable Lights

Source	Quantity	Metric	Point of Contact	Phone number
Caliente Volunteer Fire Department	2	500W	Fire Chief George Rowe	Emerg: 911 or 775-962-8080 Home: 726-3478
Lincoln County Search and Rescue	3 2	1200 watt w/ stands Hand held spotlights	Commander Cameron	435-463-8479
PV Fire	3		Derek Bowman	520-906-7373

Equipment (light) / Tools

Hazardous Materials Equipment

Source	Quantity	Metric	Point of Contact	Phone number
Caliente Volunteer Fire Department	1	Gas detector	Fire Chief George Rowe	Emerg: 911 or 775-962-8080 Home: 726-3478
	1	Radiation monitor Victoreen		
	100	Doffit kits		
	1	Shower system		
Pioche	1	Cargo (hazmat) trailer	Fire Chief John Stever	Emerg: 775-962- 8080 H: 775-962-1143

Self-Contained Breathing Apparatus

Source	Quantity	Metric	Point of Contact	Phone number
Caliente Volunteer Fire Department	27	Survive air – includes 27 spare (1 hr) and 5 (30 min) cylinders	Fire Chief George Rowe	Emerg: 911 or 775-962-8080 Home: 726-3478
Lincoln County Search and Rescue	2		Commander Cameron Boyce	775-962-8080 435-463-8479
Pahrnagat Valley Volunteer Fire Department	12 7	Scott Air Packs, 12 spare cylinders MSA packs 7 spare cylinders	Fire Chief Derek Bowman	Emerg: 775- 962-8080 C: 520-906- 7373
Panaca Volunteer Fire Department #62	6	6 one hour packs 6 spare bottles	Fire Chief Kade Lee	Emerg: 775-962- 8080 775-962-2218
#65	4	4 one hour packs 6 spare bottles		

Pioche Volunteer Fire Department	12	Surviveair Panther with 12 – 1 hr packs/bottles, 8 – 1 hr 6- 30 minute spare cylinders	Fire Chief John Stever	Emerg: 775-962-8080 H: 775-962-1143
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Shovels

Source	Quantity	Metric	Point of Contact	Phone number
Alamo Sewer and Water	3		Trevor Laird	Off: 775-725-3377 C: 775-277-0144
Pioche Public Utility	6		Nathan Adams	Off: 775-962-5840 775-962-1627

Miscellaneous

Source	Quantity	Capability /Metric	Point of Contact	Phone number
Pioche Public Utility	1	Portable Welder	Nathan Adams	Off: 775-962-5840 775-962-1627

Shelter Information

The following shelter information contains details beyond the information available from the Lincoln County Emergency Manager’s Checklist (Section 2, Appendix 1). The circumstances for sheltering people in the city vary from Earthquake to Floods. The most common problem (that may necessitate sheltering) is power outages. These outages typically occur during inclement weather conditions. The extent of the weather conditions will determine sheltering requirements. However, some guidance is listed below.

O DO YOU NEED TO EVACUATE / SHELTER PEOPLE?

If yes:

Locations

1. The most immediate shelter available is the nearest school. Each school can provide immediate support as an interim support facility until other facilities can be activated. **Requests for School District resources must be specifically requested to the Superintendent.** The Superintendent phone number is listed below.
2. The next viable option for longer-term shelter may be available beyond Lincoln County limits. The temporary facility should have a kitchen and is capable of receiving power from one of the county’s emergency portable generators.
3. For extended shelter periods and/or significant numbers of people, explore options at local churches. They can provide facilities, although some churches may not have emergency generators. See Annex 11, Tab A for a list of area churches.

Shelter Support

1. Contact County Road Department and/or Caliente Public Works Department for emergency generators:
 - a. Steve Chouquer: Office: (775) 726-3612
2. Red Cross manning and support for the Shelter(s):
 - a. Scott Emerson: Office : (702) 791-3311; Cell – (702) 591-4022
3. Lincoln County School District for school access: a.
Superintendent: Rick Hardy: Office: (775) 728-4471
4. Churches for potential use/access: See Annex 11, Tab A (Volunteer Groups – page 7)

Long Term Shelter during Federal Disaster Declarations

- **Transient accommodations** (hotels) up to 2 weeks, (may grant waiver for more). Grant
- **\$ 5K quick Home Repair Assistance** (fix house to get you back in). FEMA Grant, (don’t have to repay)
- **Temporary housing assistance:** Rent money if your house is uninhabitable. Base rate for the area. Grant.
- **Mortgage and rental assistance.** You must be in foreclosure by the bank because you lost your sources of income as a direct result of the incident, and you cannot pay otherwise.

Section 4

Section 4 lists the **communications** package in Lincoln County.

Communications

Specific provisions should be made for accurate and efficient communication among all of the various organizations during the response itself. This plan includes the use of radios, telephones, cellular phones, satellite and computers. A plan identifying strategic and tactical networks among those groups performing similar functions will be established.

The Lincoln County Sheriff's Department net will be the primary frequency for use. If the Lincoln Fire Department becomes the Incident Commander, their frequency shall be the primary frequency.

If the Lincoln County Emergency Operations Center is activated and services are requested from RACES, RACES will assume, at a minimum, Command and support nets when their personnel are established and have reported their site operational.

A communications channel plan should be inserted in this book to list existing channels of all emergency responders. **Frequencies and telephone rosters are located in Annex 11, Tab A.**

NOTE: When calling Dispatch, call “Lincoln” and provide your unit identifier. You may have to identify which agency/crew you are assigned to support and your current location when contacting each respective dispatcher. In addition, “**blind spots**” may exist in areas throughout Lincoln County. **Do not expect consistent communications when responding to incident in remote areas.**

Public Information and Community Relations

Providing accurate and timely information is critical in identifying hazards and advising actions to the public. The intent of public advisories is to protect residents by containing the hazard area, preventing unauthorized, non-emergency response personnel access or entry into the incident area and avoiding congestion in and around hazard areas to allow immediate access for emergency vehicles. The timeliness of public notification may be more critical with incidents of hazardous materials releases or acts of terrorism. This portion describes the method of distributing information to the public. The following sample announcement format may be used to guide the Public Information Officer during incident reporting.

Initial public contact may likely be activating the emergency broadcast system (EBS). This broadcast may direct residents to tune into local radio stations for emergency

announcements. Some limitations in radio reception will not allow only one station to carry the messages. Several may be necessary to ensure coverage throughout Lincoln County. The following announcements are available and can be modified to include specific instructions related to the incident.

**Public Announcement Examples (bold items require needed information)
Following an Earthquake**

“This notice is from the Lincoln County Emergency Management Director. An earthquake of an unknown magnitude has affected the following Lincoln County areas **[location(s)]**. Please avoid these area(s), if possible, while emergency crews are responding. The best alternate routes are **(list routes)**. If you are already in the area, please be patient and follow directions from emergency response personnel. Some services may not be immediately available such as electricity, water, or gas. These services may not be available until system integrity is confirmed. Please listen for the nearest shelter in your area as follows **(For Caliente, use _____ . For Alamo, use _____)**. When notified, families may seek refuge at that location. Further information will be released when available. Thank you for your cooperation.

For Potential Flooding

“This notice is from the Lincoln County Emergency Management Director. Flood Alert Condition **(Alert number)** has been set as of **(time)**. This condition has been set to prepare for rising water or flooding conditions at **(location/areas possibly affected)**. All residents are requested to review personal preparedness lists, closest shelter sites and evacuation routes in your area, as necessary. Further information will be released as soon as possible when it becomes available. Thank you for your cooperation.”

For an Unidentified Hazardous Materials Incident

“This notice is from the Lincoln County Emergency Management Director. An unidentified substance that may be hazardous has been spilled/released at **(location)**. Please avoid this area, if possible, while crews are responding. The best alternate routes are **(list routes)**. If you are already in the area, please be patient and follow directions from emergency response personnel. Specially trained personnel will recover the substance. Further information will be released as soon as possible. Thank you for your cooperation.”

For a Low Risk Hazardous Materials Incident

“This notice is from the Lincoln County Emergency Management Director. A small amount of **(material)**, a hazardous substance, has been spilled/released at **(location)**. Streets are blocked, traffic is restricted and authorities have asked residents in the

immediate area to evacuate. Please avoid the area. The material is slightly/highly toxic to humans and can cause the following symptoms: **(list symptoms)**.

If you think you may have come in contact with this material, you should **(provide health instructions and hotline number, if available)**. For your safety, please avoid the area if at all possible. Alternate routes are **(list routes)** and traffic is being diverted. If you are now near the spill/release area, please follow directions provided by emergency response personnel. Cleanup crews are (or will be) on the scene.”

For a High Risk Hazardous Materials Incident (Evacuation Mandatory)

“This notice is from the Lincoln County Emergency Management Director. A large/small amount of **(material)**, a highly hazardous substance, has been spilled/released at **(location)**. Because of the potential health hazard, authorities are requesting/requiring all residents within **(number)** of blocks/miles of the area to **evacuate / shelter-in-place**.

FOR EVACUATION: If you are within **(evacuation zone or boundaries)**, you and your family should/must leave as soon as possible/now. Proceed immediately to the home of a friend or relative outside of the evacuation area or to **(indicate shelters)**. If you can drive a neighbor who has no transportation, please do so. If you need transportation, call **(provide phone number)**. Children attending the following schools **(list schools)** will be evacuated to **(list locations)**. Please do not drive to your child’s school. Pick your child up from school authorities at the evacuation center **(list)**. Listen to this station for further instructions.

FOR SHELTER-IN-PLACE: If you are within **(shelter-in-place zone or boundaries)**, you and your family should/must remain in the building for this area now. Follow the shelter-in-place procedures at your current location. If you are home, remain inside, close windows, doors, vents, and turn off heating/air conditioning units immediately. If you are in a vehicle, stop at the nearest building and follow their procedures. Children attending the following schools **(list schools)** will be sheltering as well. Please do not drive to your child’s school and subject you and your children to exposure. Pick your child up from school authorities when authorities have cleared the area of any contamination. Listen to this station for further instructions.

The material is highly toxic to humans and can cause the following symptoms **(list symptoms)**. If you are experiencing any of these symptoms, seek help at a hospital outside the evacuation area, or at the evacuation center at **(location)**. To repeat, if you are in the area of **(location/boundaries)**, you should/must leave for your own safety. Do not use the telephone unless you need emergency assistance. Thank you for your cooperation.

Revised:

For a Hazardous Material Incident-Summary Statement

At approximately **(time)** a.m./p.m. today, a spill/release of a potentially hazardous substance was reported to this office. Emergency personnel were immediately dispatched to cordon off the area and direct traffic.

The material was later determined to be **(substance)** a **(hazardous/harmless)** chemical/substance/material/gas which upon contact may produce symptoms **(list symptoms)**. Precautionary evacuation of the **(location)** area surrounding the spill was **(requested/required)**. Approximately **(number)** persons were evacuated.

Clean-up crews from **(agency/company)** were dispatched to the scene, and normal traffic resumed by **(time)**, at which time residents were allowed to return to their homes. No injuries were reported OR **(number)** persons, including emergency personnel were treated for **(injuries/symptoms)** and **(all/number)** have been released. Those victims remaining in the hospital are in **(report condition)**. Response agencies involved in the response were **(list agencies)**.

Radio Frequencies Lists

Mobile Radio Frequencies

Lincoln County

Channel	Location	Receive (Rx)	Receive Tone	Transmit (Tx)	Transmit Tone
1	Sheriff – Local	154.860	94.8	154.860	94.8
2	Sheriff – Highland	154.860	94.8	155.535	151.4
3	Sheriff – Elle Mt.	154.860	94.8	155.535	186.2
4	Sheriff – Bald Mt.	154.860	123.0	155.535	123.0
5	Sheriff – Irish	154.860	94.8	155.535	94.8
6	Sheriff – Coyote	154.860	94.8	155.535	88.5
7	Alamo Local	155.745	123.0	155.745	123.0
8	Alamo Repeater	155.745	123.0	153.920	123.0
9	Caliente Local	154.025	CSQ	154.025	79.7
10	Caliente Repeater	154.025	CSQ	155.055	79.7
11	Panaca Local	155.6625	74.4	155.6625	74.4
12	Panaca Repeater	155.6625	74.4	158.9175	74.4
13	Pioche Local	153.845	91.5	153.845	91.5
14	Pioche Repeater	153.845	91.5	154.995	91.5
15	LC Search & Rescue	155.160	CSQ	155.160	CSQ
16	LC Mutual Aid	155.145	CSQ	155.145	CSQ

Mobile Radio Frequencies
Table 3-1

Telephone Roster

Lincoln County	
Lincoln County Assessor	(775) 962-8075 (Cydney Dwire)
Lincoln County Clerk	(775) 962-8077 (Lisa Lloyd)
Lincoln County Commissioners Janine Woodworth Chairman Lisa Poulsen Mike Reese Diane Path Keith Pearson	(775) 962-2105/ (702) 277-5003 (702) 400-6501 (702) 593-0926 (775) 962- 8077 / 775-962-1407
Lincoln County Conservation District	(775) 357-6675 (Amber Pike)
Lincoln County District Attorney	(702) 321-1107 (April Bradshaw)
Lincoln County Emergency Management	(775) 728-4252 (Eric Holt) (775) 962-2376 (Cell)
Lincoln County Public Health Nurse	VACANT
Lincoln County Recorder/Auditor	(775) 962-8076 (Amy Elmer)
Lincoln County Road Dept.	(775) 726-3612 (Shane Cheeney) H:(775) 962-5551
Lincoln County Sheriff Derek Foremaster Alamo Sub Station Juvenile Probation Search & Rescue	(775) 962-8080 (Dispatch) (702) 376-2697 (Sheriff cell) (775) 725-3375 (775) 962-8080 (775) 962-8080 C: (435) 463-8479 (Cameron Boyce – Commander)
Lincoln County Sheriff's Dispatch	911 (Emergency)
Lincoln County Treasurer	(775) 962-8074 (Shawn Frehner)
Meadow Valley Justice Court-Pioche	(775) 962-8059 (Mike Cowley)
Facility Coordinator	(775) 842-4746 (Kenny Weideman)
LEPC Chairman	(520-906-7373 (Derek Bowman)
Community Groups	(775)-962-1384 Chuck Reifsnnyder
Alamo	
Alamo Power District #3	(775) 725-3335
Road Department (Alamo)	(775) 725-3339
Sheriff (Alamo Sub Station)	(775) 725-3375
Alamo Town Board	(609) 517-0168 (Vern Holiday)
Utilities (Water & Sewer)	(775) 725-3377
City of Caliente	
Clerk	(775) 726-3132 or 3131 ()
Mayor	(775) 726-3132 (Steve Rowe)
Road Department (Caliente)	(775) 726-3612 (Shane Cheeney)

Utilities (Water & Sewer)	(775) 726-3131 (775) 726-3546 (Grant Perkins – Foreman)
---------------------------	------------------------------------------------------------

Panaca	
Lincoln County Power District	(775) 962-5121
Panaca Utilities	(775) 728-4282 (Brian Simkins)
Pioche Public Utilities	(775)-962-5840 (Nathan Adams)
Power District #1-Caselton	(775) 962-5121/5122 (Dave Lutrelle)
Road Department (Pioche)	(775) 962-5166
Rachel	
Evacuation Shelters	
Pahrnagat Valley High School Gymnasium	(775) 725-3321
Caliente Council Chambers (primary) and Caliente Elementary School	(775) 726-3132 (775) 726-3772
Lincoln County High School Gym— Panaca	(775) 728-4481
Pioche Elementary School	(775) 962-5832
Fire Departments	
Caliente Volunteer Fire Dept	(775) 962-8080 (Dispatch) (775) 726-3334 C: (775) 962-1312 (Fire Chief – George Rowe)
Pahrnagat Valley (Alamo) Volunteer Fire Dept	(775) 962-8080 (Dispatch) (520)-906-7373 (Fire Chief –) Derek Bowman
Panaca Volunteer Fire Dept	(775) 962-8080 (Dispatch) (775) 962-2218 (Fire Chief – Kade Lee)
Pioche Volunteer Fire Dept	(775) 962-8080 (Dispatch) (775) 962-5222 (Fire Chief – John Stever)
Lincoln County Fire District	(775) 962-2376 (Fire Chief) – Eric Holt
BLM – Pony Springs (Pioche)	(775) 724-3181 (Robert Washburn)
Fixed Facilities	
Amerigas	(435) 586-6731
A & B Service	(775) 962-5822 (775) 962-1220 Mike Phillips (Cell)
Alamo Sinclair	(775) 725-3331 Paul Christian (W) (775) 725-7113 (H)
Caliente Youth Center	(775) 726-8200 (Bruce Burgess-Work) (775)

	(775) (775)
(Lincoln) Federal Aviation Administration	(801) (Office) (801) 320-2273 Stan Zgorzelski (W)
Grover C Dils Medical Center	(775) 726-3171 Missie Rowe
Thomas Petroleum	(775) 726-3774 Kenny Weideman C: 775-842-4746
Jerry's Chevron	(775) 726-3189 Jerry Maeder (W) (775) 726-3555 (H)
Level 3 Communications	1-877-453-8353 24 hr. Tech Support
Lincoln County Telephone	(775) 962-5131 John Christian (W) (775) 962-5816 (H)
Lincoln County Road Dept.	(775) 726-3612 Shane Cheeney (W) (775) 962-5551 (H)
McCrosky Y Service	(775) 728-4462 Steve McCrosky (W) (775) 728-4603 (H)
MCI Management Network	(800) 444-0902
Nevada Department of Transportation (Alamo)	W: (775) 725-3316 Jared Morley (702) 249-6154 (C)
Nevada Department of Wildlife	(702) 250-7317 John Anderson (c) (775) 962- (Work – Reno)
Lincoln County Solid Waste Systems	Ivan Jones) (775) 962-1613 (Cell)
Panaca Farmstead Association	(775) 728-4282 Amanda Goff (W) (775) 728-4605 (Cell)
Pioche Conservation Camp	(775) 289-8800 Aaron Boyce (W) (775) 289-6210 (H)
Reed Distribution Inc.	(775) 289-4463 Brian Reed (W) (775) 289-6279 (H)
Vital Care Health Services	(775) 726-3980 Ries Vanscoy (702) 449-1043
Western Elite, Inc.	(702) 250-3045 Ryan Williams (W) (702) 459-6729 (H)
Hazardous Material Control & Removal	
CHEMTREC	1-800-424-9300
Ecology Control Industries	(775) 358-5551 (Sparks)
H2O Environmental	(702) 396-4148 (Las Vegas)
Hazardous Disposal Specialists	1-800-662-4374 (non emergency) (Truckee)
Phillips Services Corp (PSC)	(702) 267-0563 (Las Vegas)
MARCOR Remediation, Inc.	1-800-547-0128
Universal Environmental	1-800-747-6609
Universal Environmental Nevada	(775) 351-2500 (Sparks)
Law Enforcement	

Elko County Sheriff (Elko)	(775) 738-3421
Lincoln County Sheriff	(775) 962-8080 (Dispatch) (702) 376-2697 (Sheriff cell)
Federal Bureau of Investigation	(702) 385-1281 (Las Vegas)
Lander County Sheriff (Battle Mountain)	(775) 635-5161
Lander Substation – Austin	(775) 964-2661
Nevada Division of Investigations – Carson	(775) 687-4408
Nye County Sheriff (Tonopah)	(775) 377-2488
White Pine County Sheriff (Ely)	(775) 289-8808 (Emergency: 289-4833)
Nevada Highway Patrol Sgt Davis (Alamo) #4075 Trooper Charles (Alamo) #6292 Trooper Bleak (Pioche) #6318 Trooper Campbell (Alamo) #6308 Trooper Gloeckner (Panaca) #6467 Las Vegas Dispatch Emergency Dispatch	(775) 725-3325 (C:702-379-2765/H: 725-3571) (702) 486-4100 option # 6 (775) 688-2830 or zenith 1-2000
Media	
Television	KVBC (Chan 3 – NBC) (702) 642-3333 KVVU (Chan 5 – FOX) (702) 435-5555 KLAS (Chan 8 – CBS) (702) 792-8888 KTNV (Chan 13 – ABC) (702) 876-1313 KVWB (Chan 21 – WB) (702) 382-2121 KTUD (Chan 25 – UPN) (702) 222-2225
Radio AM	KSUB (590) (435) 586-5900 (Cedar City) KXNT (840) (702) 364-8400 (Las Vegas) KDWN (720) (702) 257-6397(news)(702) 739-7009 (Las Vegas) KDXU (890) (435) 673-3579 (St George)
Radio FM	
Medical	
Hospital / Clinics	
Grover C. Dils Medical Center	(775) 726-3171
Lincoln County Hospital Alamo Clinic Caliente Clinic	(775) 725-3364 (775) 726-3121
Lincoln County Public Health Nurse	(775) 962-8086

Las Vegas Critical	
University Medical Center	(702) 385-2000
Humana Hospital	(702) 731-8060
Valley Hospital	(702) 385-3011
Desert Springs Hospital	(702) 733-8800
Valley View Medical Center (Utah)	(435) 868-5000 (Cedar City)
Dixie Medical Center (Utah)	(435) 251-1000 (St. George)

Ambulance (includes air)	
Air Care Flying Nurses – Nevada	(702) 598-3911 (North Las Vegas – Airport)
Life Guard International, Inc.	(702) 740-5952 (North Las Vegas – Airport)
IHC Life Flight	801-891-0720 operations 435-251-2004 (Steve Conway) outreach 1-800-321-1911 FLIGHTS
Med Flight Air Ambulance, Inc.	(702) 646-5214 (Las Vegas)
Mercy Air Service, Inc.	
Dispatch	(702) 383-1000 (Las Vegas)
Las Vegas	(702) 492-3489
Henderson	(702) 914-2225
EMS / Ambulance Service –Eric Holt	911 or (775) 962-2376
Alamo – Ryan Rhodes	H: (775) 725-3434
Caliente – George Rowe	H: (775) 962-1312
Panaca – Stephanie Thornock	H: (775) 728-4281
Pioche – Aaron Boyce	H: (775) 962-5316
Poison Information	
Poison Control Center Humana Hospital	(702) 732-4989
Poison Control Center University Hospital	(702) 385-1277
National Poison Antidote Center	(800) 424-9300
School District	
C O Bastian High School	(775) 726-3140
Caliente Elementary	(775) 726-3772
Lincoln County High School	(775) 728-4481
Meadow Valley Middle School	(775) 728-4655
Pahrnagat Valley Elementary	(775) 725-3352
Pahrnagat Valley Middle School	(775) 725-3321
Pahrnagat Valley High School	(775) 725-3321
Panaca Elementary	(775) 728-4446
Pioche Elementary	(775) 962-5832
Superintendent’s Office – Pam Teel	(775) 728-8000
Search and Rescue	

Lincoln County	(435) 463-8479 (Cameron Boyce)– Commander)
Nevada Division of Emergency Mgmt	(775) 687-0300 (Emerg: 775-687-0400)
Transportation	
School District Superintendent	(775) 728-8080 (Pam Teel)
Lincoln County Transportation	(775) 728-4477 (Toni Acuff)
Utilities	
Alamo Power District #3	(775) 725-3335
Alamo Water and Sewer	(775) 725-3377
Caliente Water and Sewer	(775) 726-3131 (775) 726-3546 (Grant Perkins – Foreman)
Lincoln County Power District	(775) 962-5122 (Dave Luttrell – H:)
Lincoln County Telephone	(775) 962-5131 (John Christian)
Panaca Farmstead	(775) 728-4282 (Brian Simkins)
Pioche Public Utilities	(775) 962-5840 (Nathan Adams)
Volunteer Groups	
American Red Cross	(855)-891-7325 (702) 591-4025 (cell) supervisor on call (702) 531-0235 office DIRECTOR (702) 591-4016 (cell) Lucas Murphy Alexa Manzanarez (C) 702-274-9484
Disaster Program Manager	
Retired Senior Volunteer Program (RSVP)	(775) 962-1290 (June Taylor)
Churches	
Alamo	
Christian Bible Fellowship	(775) 725-3327
Church of Jesus Christ	(775) 725-3361
Trinity Assembly of God	(775) 725-3317
Caliente	
Caliente Christian	(775) 726-3414
Community United Methodist	(775) 726-3665
Holy Child Catholic	(775) 726-3669
Church of Jesus Christ of Latter- Day Saints	(775) 726-3668
Panaca	
Church of Jesus Christ of Latter- Day Saints (First Ward) (Second Ward)	(775) 728-4426 (775) 728-4445
Pioche	
Berean Baptist	(775) 962-5886
Christ Episcopalian	(775) 962-5835
Four Square Gospel	(775) 962-5368
Church of Jesus Christ	(775) 962-5469
Rachel	(702) 293-3327 (Robert Kenniston)
Bordering Political Regions (in State)	
Clark County	(702) 455-7154 (Las Vegas – Emergency Mgmt)

Eureka County	(775) 237-5372 (Eureka – Emergency Mgmt)
Lander County	(775) 635-635-5161 (Battle Mtn – Emergency Mgmt)
Nye County	(775) 751-4278 (Emergency Mgmt)
White Pine County	(775) 293-6503 (Ely – Emergency Mgmt)
State Assistance	
Nevada State Division of Health Carson City – Mark Tolman Health Dept – Caliente	(775) 687-5394 Ext. 272 or 276 Bus. Hours (775) 623-6588 (775) 726-3121
Nevada State Division of Emergency Mgt. Carson City – Duty Officer,	(775) 687-0300 (775) 687-0400 (emergency)
NV State Div of Environmental Protection	(775) 687-9485 (Carson City)
Nevada State Fire Marshall	(775) 687-4290 or 684-7500
Highway Patrol	(775) 687-4757 – 24 hour
OSHA – Industrial Hygienist	(702) 496-0447
Public Utilities Commission	(775) 687-6001
State Emergency Response Commission	(775) 684-7511
Nevada Department of Transportation Alamo Panaca	(702) 385-6500 or (702) 279-8555 (24 hr) (775) 725-3838 (775) 725-3316 (775) 728-4486
Federal Assistance	
259 th Ordnance Detachment, Explosive Ordnance Disposal (EOD) Team Fort Irwin, California	(619) 386-4092
Bureau of Alcohol, Tobacco & Firearms	(702) 387-4629 (LV) or (702) 303-3341 (24 hr)
Center for Disease Control (CDC)	1-800-CDC-INFO or 888-232-6348
Environmental Protection, U.S.	1-800-535-0202
Federal Bureau of Investigation	(702) 385-1281 (24 hr – Las Vegas)
Federal Emergency Management	(510) 627-7100
Federal On-Scene Coordinator	(415) 744-2000
Joint Nuclear Accident Coordinating Center Kirtland AFB, N.M.	(505) 844-4667
National Response Center	1-800-424-8802
Nuclear Regulatory Commission	(301) 951-0550
Toxic Substances & Disease Registry	(404) 498-0120
U.S. Dept. of Energy Radiological Asst.	(702) 295-8838
Local Emergency Planning Committee	
Eric Holt, Emergency Management Director	(775) 962-2376 (775) 728-4252 (H)
Louise Buettner, Health	(775)-962-1131
Ryan Rhodes, Local Environment	(702) 682-1016
Derek Foremaster Law Enforcement	C- (702)-376-2697

Kenny Wiedeman, Thomas Petroleum, Industry	(775) 842-4746
Mike Lopez, Hospital	
Chuck Reifsnnyder –Community groups	(775) 962-5668
Janine Woodworth , Commissioner, LC Commission	(775) 962-2105
John Stever Fire Service	(775) 962-5436
George Rowe ,Transportation Co-Chair	(775) 726-3478 (C) 775-962-1312
Jessica Hernandez, Media	
Eric Holt Civil Defense	(775) 962-2376
Derek Bowman Co-Chair	(520) 906-7373
Kade Lee First Aide	(775) 962-2218

ICS Forms

The following forms are standard with the National Incident Management System (NIMS). Each form will have instructions to assist in completing the forms. The instructions will precede each form. The following forms are as follows:

<u>ICS Form Number</u>	<u>Form Name</u>
201 (A-D).....	Incident Briefing
202	Incident Objectives
203	Organizational Assignment List
204	Division Assignment List
205	Incident Radio Communications Plan
206	Medical Plan
207	Organizational Chart
209	Incident Status Summary
210	Status Change Form
211 (A-B).....	Check-in List
213	General Message Form
214 (A-B).....	Unit Log
215	Operational Planning Worksheet
221	Demobilization Check-out
222	Logistics Order Form

DIRECTIONS FOR COMPLETING ICS FORM 201-A

ITEM	INSTRUCTIONS
Incident Name	Print the name assigned to the incident.
Time Prepared	Enter time prepared (24-hour clock).
Prepared By	Enter the complete name and ICS position of the person completing the form. This section of the briefing form is prepared by the plans section chief with the assistance from the command and general staff for presentation to the incident commander at the field level, or by the plans section officer in the EOC with a more detailed oral briefing.
Operational Period	Enter the time interval for which the information applies. Record the start time and the end time and include dates. (0600, 10OCT99, 1200, 20DEC00, etc.)
Date Prepared	Enter date prepared (10OCT99, 20DEC00, etc.).
Approved By	Enter the complete name and ICS position of the person approving the form. Generally, the incident commander at the field level or the EOC director at EOC level.
Map Sketch	Show perimeter and control lines, resources assignments, incident facilities and other information on sketch map or attached to the topographic or aerial map.

GENERAL INFORMATION

Purpose: The incident briefing form provides the incident commander at the field level as well as the EOC with basic information regarding the incident situation and the resources allocated to the incident. The form also serves as a permanent record of the initial response to the incident.

Distribution: After the initial briefing to the incident commander at the field level, the incident briefing document is duplicated and distributed to the command staff, section officers, branch directors, division/group supervisors, and appropriate planning and logistics section officers. The map sketch and summary of current action portions of the briefing form are given to the situation unit while the current organization and resources summary portion are given to the resources unit.

DIRECTIONS FOR COMPLETING ICS FORM 201-B

ITEM	INSTRUCTIONS
Summary of Current Actions	Enter the strategy and tactics used on the incident and note any specific problem areas. Enter the number and type of resource ordered.

GENERAL INFORMATION

Purpose: The incident briefing form provides the incident commander or EOC director with basic information regarding the incident situation and the resources allocated to the incident. The form also serves as a permanent record of the initial response to the incident.

Preparation: This section of the form is prepared by the initial responders for presentation to the incident commander at the field level or by the plans section in the EOC with more detailed oral briefing conducted by the plans section officer.

Distribution: After the initial briefing to the incident commander at the field level as well as the EOC, the incident briefing document is duplicated and distributed to the command staff, section officers, branch directors, division/group supervisors, and appropriate planning and logistics section officers. The map sketch and summary of current action portions of the briefing form are given to the situation unit in the plans section.

DIRECTIONS FOR COMPLETING ICS FORM 201-C

ITEM	INSTRUCTIONS
Current Organization	Enter on the organization chart the names of the individuals assigned to each position. Modify the chart as necessary for field level.

GENERAL INFORMATION

Purpose: The incident briefing form provides the incident commander at the field level as well as the EOC with basic information regarding the organization.

Preparation: This section of the form is prepared by the resource unit for presentation to the incident commander at the field level with a more detailed oral briefing conducted by the plans section chief. At the EOC, the resource unit prepares and maintains a current organization using ICS Form 207 and the section officer presents the document to the EOC director with a more detailed oral brief.

Distribution: After the initial briefing by the plans section chief to the incident commander at the field level, the incident briefing document is duplicated and distributed to the command staff, section chiefs, branch directors, division/group supervisors, and appropriate planning, logistics, and finance section chiefs. The current organization chart portion is given to the resources unit in the plans section for posting on board at the governing ICP.

DIRECTIONS FOR COMPLETING ICS FORM 201-D

ITEM	INSTRUCTIONS
Resources Summary	Enter all information about the resources allocated to the incident.
Resources Ordered	Enter the number and type of resource ordered.
Resource Identification	Enter the name of the agency/command, kind/type, strike team, squad, unit, or single resources.
ETA	Enter the estimated time of arrival on scene (24-hour clock).
On Scene	Place a check mark if resource is at the scene.
Location/Assignment	Enter the assigned location of the resource and the actual assignment.

GENERAL INFORMATION

Purpose: The incident briefing form provides the incident commander or EOC director with basic information regarding the resources allocated to the incident. The form also serves as a permanent record of the initial response to the incident.

Preparation: This section of the form is prepared by the initial responders for presentation prepare the briefing form to the incident commander at the field level or by the plans section officer in the EOC with a more detailed oral briefing.

Distribution: After the initial briefing of the incident commander at the field level or the EOC director at the EOC level, and general staff members, the incident briefing document is duplicated and distributed to the command staff, section officers, branch directors, division/group supervisors, and appropriate planning and logistics section officers. The resources summary portion is given to the resources unit.

INCIDENT BRIEFING

INCIDENT NAME:

TIME PREPARED:

PREPARED BY (Name & position):

OPERATIONAL PERIOD (Time & date):

DATE PREPARED:

APPROVED BY (Name & position):

MAP SKETCH

INCIDENT BRIEFING

SUMMARY OF CURRENT ACTIONS

(LIST ADDITIONAL DIVISIONS, GROUPS, UNITS, ETC., AS APPROPRIATE)

DIRECTIONS FOR COMPLETING ICS FORM 202

ITEM	INSTRUCTIONS
Incident Name	Print the name assigned the incident.
Time Prepared	Enter the time prepared (24-hour clock).
Prepared By	Enter the complete name and ICS position of the person completing the form. This form is prepared by the operations and plans chiefs for presentation by the plans chief to the incident commander at the field level, or the operations and plans section officers at the EOC level with a more detailed oral briefing conducted by the plans section officer. Coordinate with the safety officer, medical unit, situation status unit, operations section, and other key agencies as necessary.
Operational Period	Enter the time interval for which the information applies. Record the start time and end time and include date(s). (0600, 10OCT99, 1200, 20DEC00, etc.)
Date Prepared	Enter the date prepared (10OCT99, 20DEC00, etc.).
Approved By	Enter the complete name and ICS position of the person approving the form. Generally, the incident
General Control Objectives Include Alternatives	Enter short, clear and concise statements for the objectives for managing the incident including alternatives. The control objectives usually apply for the duration of the incident. Use a separate sheet for worse case scenario.
Weather Forecast for the Operational Period	Enter weather prediction information for the specified period.
General/Safety Message	Enter information such as known safety hazards and specific precautions to be observed during this operational period. If available, a safety message should be referenced and attached.
Attachments	The form is ready for distribution when appropriate attachments are completed and attached to the form. The directory is created when phone numbers are assigned to whatever position is filled.

GENERAL INFORMATION

Purpose: This form is part of the Incident Action Plan (IAP) which specifies the control objectives, tactics to meet the objectives, resources, organization, communications plan, medical plan, safety message, and other appropriate information for use in tactical operations. The form is presented by the plans chief to the incident commander at the field, or by the plans section officer to the EOC director. This form serves only as a cover sheet and is not considered complete until attachments are included.

Distribution: Sufficient copies of the incident action plan will be reproduced and given to all supervisory personnel at the section, branch, division/group, and unit leader levels.

INCIDENT OBJECTIVES

Page of

INCIDENT NAME:

TIME PREPARED:

PREPARED BY (Name & position):

OPERATIONAL PERIOD (Time & date):

DATE
PREPARED:

APPROVED BY (EOC Director or NOSC):

GENERAL CONTROL OBJECTIVES FOR THE INCIDENT INCLUDING ALTERNATIVES**WEATHER FORECAST FOR THE OPERATIONAL PERIOD****GENERAL/SAFETY MESSAGE**

ATTACHMENTS

(Check if attached):

Organization Assignment List (ICS Form-203)

Medical Plan (ICS Form 206)

Division Assignment List (ICS Form 204)

Incident Map

Incident Communications Plan (CNRSW ICS Form 205)
Directory

Traffic Plan

DIRECTIONS FOR COMPLETING ICS FORM 203

ITEM	INSTRUCTIONS
Incident Name	Print the name assigned to the incident.
Time Period	Enter time period (24-hour clock).
Prepared By	Enter the complete name and ICS position of the person completing the form. This form is prepared and maintained by the resources unit under the direction of the planning chief at the field. At the EOC, the resource unit under the direction of the plans section officer who maintains the list prepares the document. Coordination with the operation section units may be required.
Operational Period	Enter the time interval for which the information applies. Record the start time and end time and include date(s). (0600, 10OCT99, 1200, 20DEC00, etc.)
Date Prepared	Enter date prepared 10OCT99, 20DEC00, etc.).
Approved By	Enter the complete name and ICS position of the person approving the form. Generally, the operations chief for all tactical resources and the plans chief for remainder at the field level. At the EOC, the operations section officer for all tactical resources and the plans section officer for remainder.
Command Staff	Enter the names of personnel staffing each of the listed positions. Use at least the first initial and last name printed clearly.
Agency / Command Representatives	Enter the names of personnel staffing each of the listed positions. Use at least the first initial and last name printed clearly.
Operations Section	Enter the names of personnel staffing each of the listed positions. Use at least the first initial and last name printed clearly. For 10 units, indicate the unit leader. For divisions/groups, circle which one and indicate the division/group supervisor. Use an additional page if more than three branches are activated.
Planning/Intelligence Section	Enter the names of personnel staffing each of the listed positions. Use at least the first initial and last name printed clearly.
Logistics Section	Enter the names of personnel staffing each of the listed positions. Use at least the first initial and last name printed clearly.
Finance / Administration Section	Enter the names of personnel staffing each of the listed positions. Use at least the first initial and last name printed clearly.

GENERAL INFORMATION

Purpose: The organization assignment list provides ICP/EOC personnel with information on the units that are currently activated and the names of personnel staffing each position/unit. The form is used to complete the Incident Organization Chart (ICS Form 207) which is posted at the ICP and displayed in the EOC.

Distribution: The organization assignment list is duplicated and attached to the Incident Objectives (ICS Form 202) and given to all recipients of the incident action plan at the field or EOC.

ORGANIZATION ASSIGNMENT LIST

Page of

INCIDENT NAME:	TIME PREPARED:	PREPARED BY (Name & position):
OPERATIONAL PERIOD (Time & date):	DATE PREPARED:	APPROVED BY (Name & position):

COMMAND STAFF

COMMANDER:	EOC DIRECTOR:
LIAISON OFFICER:	PIO:
SAFETY OFFICER:	

AGENCY REPRESENTATIVES

AGENCY:	NAME:
AGENCY:	NAME:
AGENCY:	NAME:
AGENCY:	NAME:

OPERATIONS SECTION

SECTION OFFICER:	DEPUTY:
------------------	---------

BRANCH I DIVISIONS/GROUPS

DIRECTOR:	DEPUTY:
DIVISION/GROUP:	DIVISION/GROUP:
DIVISION/GROUP:	DIVISION/GROUP:

BRANCH II DIVISIONS/GROUPS

DIRECTOR:	DEPUTY:
DIVISION/GROUP:	DIVISION/GROUP:
DIVISION/GROUP:	DIVISION/GROUP:

BRANCH III DIVISIONS/GROUPS

DIRECTOR:	DEPUTY:
DIVISION/GROUP:	DIVISION/GROUP:
DIVISION/GROUP:	DIVISION/GROUP:

BRANCH III DIVISIONS/GROUPS

DIRECTOR:	DEPUTY:
DIVISION/GROUP:	DIVISION/GROUP:
DIVISION/GROUP:	DIVISION/GROUP:

PLANNING/INTELLIGENCE SECTION

SECTION OFFICER:	DEPUTY:
RESOURCES UNIT:	SITUATION UNIT:
DOCUMENTATION UNIT:	DEMOBILIZATION UNIT:
TECHNICAL SPECIALISTS:	TECHNICAL SPECIALISTS:
TECHNICAL SPECIALISTS:	TECHNICAL SPECIALISTS:

LOGISTICS SECTION

SECTION OFFICER:	DEPUTY:
------------------	---------

SUPPORT BRANCH DIR:	DEPUTY:
SUPPLY UNIT:	FACILITIES UNIT:
TRANSPORTATION UNIT:	OTHER (SPECIFY):

SERVICE BRANCH DIR:	DEPUTY:
COMS/IR UNIT:	MEDICAL UNIT:
FOOD UNIT:	OTHER (SPECIFY):

HUMANITARIAN BRANCH DIR:	DEPUTY:
RELIGIOUS UNIT:	CRISIS SERVICES UNIT:
LEGAL SERVICE UNIT:	PERSONNEL UNIT:

FINANCE/ADMINISTRATION SECTION

SECTION OFFICER: _____

DEPUTY: _____

TIME UNIT: _____

PROCUREMENT UNIT: _____

COMP/CLAIMS UNIT: _____

COST UNIT: _____

DIRECTIONS FOR COMPLETING ICS FORM 204

ITEM	INSTRUCTIONS
Incident Name	Print the name assigned to the incident.
Time Prepared	Enter time prepared (24-hour clock).
Prepared By	Enter the complete name and ICS position of the person completing the form. At the field level, the division assignment list is normally prepared by the resource unit using guidance by the Incident Objectives (ICS Form 202), Operational Planning Worksheet (ICS Form 215), and the operations section chief. At the EOC, follow same process as in the field level with assistance from the operations section officer.
Operational Period	Enter the time interval for which the information applies. Record the start time and end time and include date(s). (0600, 10OCT99, 1200, 20DEC00, etc.)
Date Prepared	Enter date prepared (10OCT99, 20DEC00, etc.).
Approved By	Enter the complete name and ICS position of the person approving the form. The planning section chief initially approves the division assignment list ensuring agreements with other general staff section chiefs with final approval by incident commander at the field level. At the EOC, the planning section officer initially approved with the agreement with other general staff section officers, and final approval is by the EOC director.
Branch	Enter the name of the branch director and roman numeral assigned to the branch.
Division	Enter the identification letter of the division.
Group	Enter the identification letter of the group.
Operational Personnel	Enter the name of the operations section officer, applicable branch director, division and group supervisor
Resources Assigned	List resource designators, leader name and strike team/task total number of personnel for the strike teams, force/resource task forces, or single resources assigned to designator for the division/group.
Control Operations	Provide a statement of the tactical objectives to be achieved within the operational period. Include any special instructions for single resources working the division/group.
Special Instructions	Enter a statement calling attention to any safety problems or specific precautions to be exercised or other important safety information.
Division/Group Communications	The communications unit provides this information on the form for command, division/group, tactical, support, and ground to air frequencies.

GENERAL INFORMATION

Purpose: Division assignment lists are used to inform operations section personnel of incident assignments at the field level.

Distribution: The division assignment list is duplicated and attached to the Incident Objectives (ICS Form 202) and given to all recipients of the incident action plan. In some cases, assignments may be communicated via radio. The process is same for both field and EOC levels.

CHANNEL:	FREQUENCY:	CTCSS/PL	USER:
	TX: RX		

DIRECTIONS FOR COMPLETING ICS FORM 205

ITEM	INSTRUCTIONS
Incident Name	Print the name assigned to the incident.
Time Prepared	Enter time prepared (24-hour clock).
Prepared By	Enter the complete name and ICS position of the person completing the form. The radio communications plan is prepared by the communications manager and given to the planning section chief at the field level. At the EOC, the radio communications plan is prepared by the communications manager and given to the planning section officer.
Operational Period	Enter the time interval for which the information applies. Record the start time and end time and include date(s). (0600, 10OCT99, 1200, 20DEC00, etc.)
Date Prepared	Enter date prepared (10OCT99, 20DEC00, etc.).
Approved By	Enter the complete name and ICS position of the person approving the form. Generally, the incident commander at the field level or the EOC director at the EOC.
Basic Radio Channel Utilization	Enter the following information about the basic radio/channel utilization.
System/Cache	Enter the radio cache system(s) assigned and used on the incident.
Channel Number	Enter the radio channel numbers assigned.
Function	Enter the function that each channel number is assigned (i.e., command, support, and division tactical and ground to air).
Frequency	Enter the radio frequency number assigned to each specified function (e.g., 153.400 Mhz). If a trunked system is utilized, talk groups will be provided.
Tone Coded Squelch System (CTCSS)	Enter the CTCSS tones (also known as Private Line or PL tones).
Assignment	Enter the ICS organization assigned to each of the designated frequencies (e.g., Branch I, Division A).
Comments/Notes	This section should include narrative information regarding special situations.

GENERAL INFORMATION

Purpose: The incident radio communications plan provides in one location information on all radio frequency assignments for each operational period. The plan is a summary of information obtained from the Radio Requirement Worksheet (ICS Form 216) and the Radio Frequency Assignment Worksheet (ICS Form 217). Information from the radio communications plan on frequency assignments is normally placed on the appropriate Division Assignment List (ICS Form 204).

Distribution: The radio communications plan is duplicated and given to all recipients of the Incident Objectives (ICS Form 202) including the incident communications center. Information from the plan is placed on division assignment lists.

INCIDENT RADIO COMMUNICATIONS PLAN

Page of

INCIDENT NAME:	TIME PREPARED:	PREPARED BY (Name & position):
OPERATIONAL PERIOD (Time & date):	DATE PREPARED:	APPROVED BY (Name & position):

BASIC RADIO CHANNEL UTILIZATION

SYSTEM/CACHE	CHANNEL	FUNCTION	FREQUENCY	CTCSS/PL	ASSIGNMENT
			TX: RX		
			TX: RX		
			TX: RX		
			TX: RX		
			TX: RX		
			TX: RX		
			TX: RX		
			TX: RX		
			TX: RX		
			TX: RX		
			TX: RX		
			TX: RX		
			TX: RX		
			TX: RX		
			TX: RX		

COMMENTS/NOTES

DIRECTIONS FOR COMPLETING ICS FORM 206

ITEM	INSTRUCTIONS
Incident Name	Print the name assigned to the incident.
Time Prepared	Enter time prepared (24-hour clock).
Prepared By	Enter the complete name and ICS position of the person completing the form. The medical unit leader prepares the medical plan form and reviewed by the safety officer for safety procedures, safety bulletins, etc.
Operational Period	Enter the time interval for which the information applies. Record the start time and end time and include date(s). (0600, 10OCT99, 1200, 20DEC00, etc.)
Date Prepared	Enter date prepared (10OCT99, 20DEC00, etc.).
Reviewed By	Enter the complete name and ICS position of the person reviewing the form. Generally, the safety officer at the field and EOC level. The form should also be reviewed and approved by the logistics chief and the incident commander at the field level or the logistic section officer and the EOC director at the EOC.
Incident Medical Aid Stations	Enter the name and location of incident medical aid stations and indicate if paramedics are located at the site.
Ambulance Services	List the name and address of ambulance services. Provide the phone number and indicate if the ambulance company has paramedics.
Incident Ambulances	The name of the organization providing ambulances and the incident location. Also indicate if paramedics are on board.
Hospitals	List hospitals that could serve this incident. List the incident name, address, the travel time (24-hour clock) by air and ground from the incident to the hospital, phone number, and indicate if the hospital has a burn center and helicopter landing area. If needed, check on children's hospital.
Medial Emergency Procedures	Note any special emergency instructions for use by incident personnel.

GENERAL INFORMATION

Purpose: The medical plan form provides information on incident medical aid stations, transportation services, hospitals and medical emergency safety procedures for all incident personnel assigned to the incident.

Distribution: The medical plan form may be an attachment to the Incident Objectives (ICS Form 202), or information from the plan pertaining to incident medical aid stations and medical emergency procedures may be taken from the plan and placed on the Division Assignment List (ICS Form 204).

MEDICAL PLAN			Page of		
INCIDENT NAME:		TIME PREPARED:	PREPARED BY (Name & position):		
OPERATIONAL PERIOD (Time & date):		DATE PREPARED:	REVIEWED BY (Safety Officer):		
MEDICAL AID STATIONS					
STATION	LOCATION			PARAMEDICS	
				YES	
				NO	
				YES	
				NO	
				YES	
				NO	
				YES	
				NO	
				YES	
				NO	
AMBULANCE SERVICES					
NAME	ADDRESS		PHONE NUMBER	PARAMEDICS	
				YES	
				NO	
				YES	
				NO	
				YES	
				NO	
				YES	
				NO	
				YES	
				NO	
INCIDENT AMBULANCES					
NAME	LOCATION			PARAMEDICS	
				YES	
				NO	
				YES	
				NO	
				YES	
				NO	
				YES	
				NO	
				YES	
				NO	
HOSPITALS					
NAME	ADDRESS	PHONE NUMBER	TRAVEL TIME	HELIPAD	BURN CENTER
			AIR:	YES	YES
			GROUND	NO	NO
			AIR:	YES	YES
			GROUND	NO	NO
			AIR:	YES	YES
			GROUND	NO	NO
			AIR:	YES	YES
			GROUND	NO	NO
			AIR:	YES	YES
			GROUND	NO	NO

MEDICAL EMERGENCY PROCEDURES

DIRECTIONS FOR COMPLETING ICS FORM 207

ITEM	INSTRUCTIONS
Incident Name	Print the name assigned to the incident.
Time Prepared	Enter time prepared (24-hour clock).
Prepared By	Enter the complete name and ICS position of the person completing the chart. The large organization chart is prepared by the resources unit and posted with other displays in the ICP and EOC. A chart is completed for each operational period and updated when organizational changes occur.
Operational Period	Enter the time interval for which the information applies. Record the start time and end time and include date(s). (0600, 10OCT99, 1200, 20DEC00, etc.)
Date Prepared	Enter date prepared (10OCT99, 20DEC00, etc.).
Approved By	Enter the complete name and ICS position of the person approving the chart. Generally, the incident commander at the field level or the EOC director at the EOC.

GENERAL INFORMATION

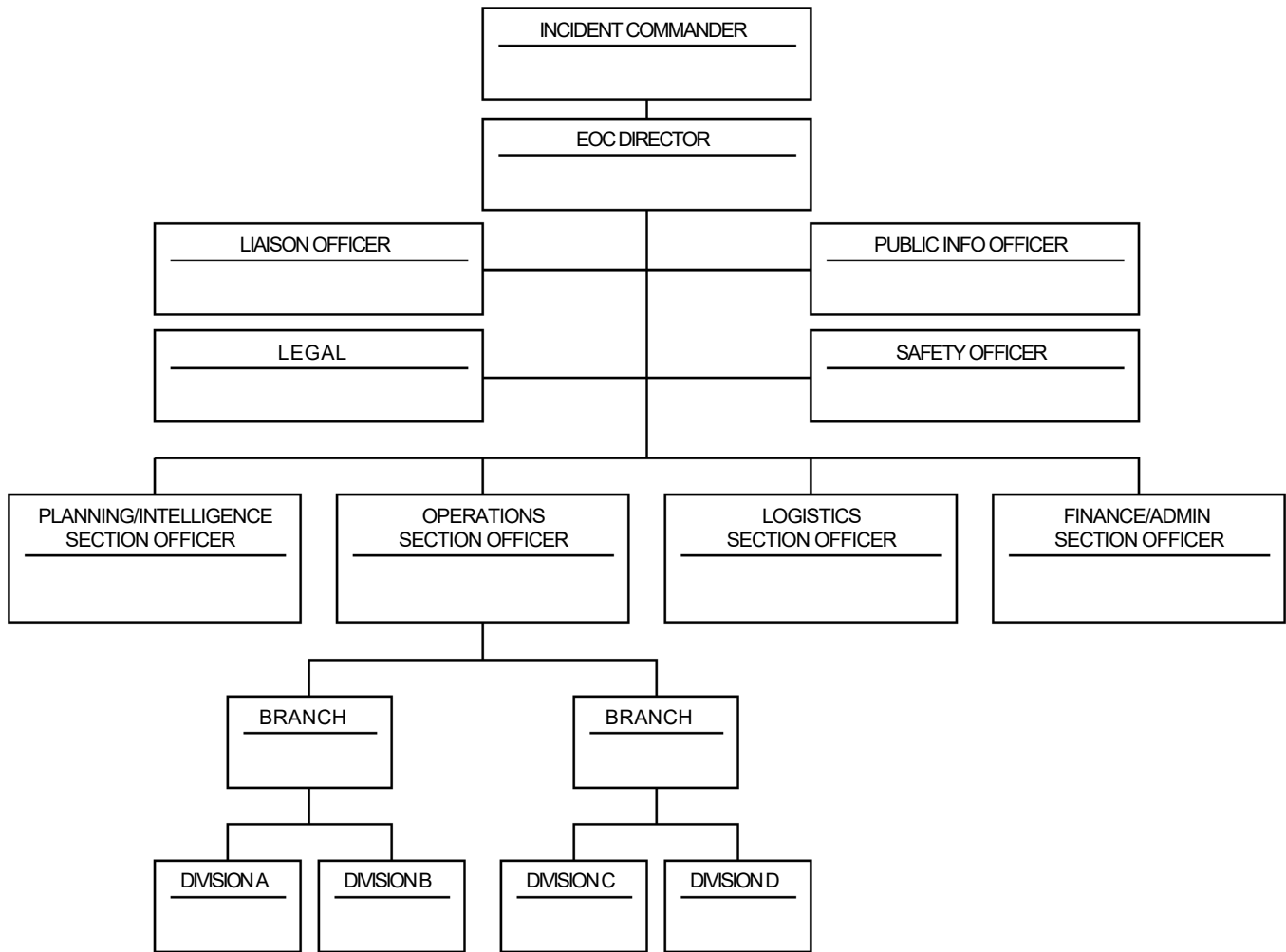
Purpose: The incident organization chart should be reproduced wall size. The chart is used to list the ICS organizational elements that are currently activated and the names of personnel staffing each element. Personnel responsible for managing organizational positions will be listed in each box as appropriate.

Distribution: When completed, the chart is displayed at the ICP and EOC.

ORGANIZATION CHART

Page of

INCIDENT NAME:	TIME PREPARED:	PREPARED BY (Name & position):
OPERATIONAL PERIOD (Time & date):	DATE PREPARED:	APPROVED BY (Name & position):



(ADD POSITION BOXES AND TITLES, AND DRAW LINES OF COMMAND AS APPROPRIATE)

DIRECTIONS FOR COMPLETING ICS FORM 209

ITEM	INSTRUCTIONS
Incident Name	Print the name assigned to the incident.
Time Prepared	Enter time prepared (24-hour clock).
Prepared By	Enter the complete name and ICS position of the person completing the form. The situation unit prepares the incident status summary. Resources information should be obtained from the resources unit. This form is to be presented to the incident commander and other staff members prior to each planning meeting and may be required at more frequent intervals by the incident commander or planning section chief at the field level. At the EOC, the situation unit prepares the summary. Resource summary information is obtained from the resource unit determine the schedule for presentation to the EOC director. More frequent intervals may be required for the EOC director.
Operational Period	Enter the time interval for which the information applies. Record the start time and end time and include date(s). (0600, 10OCT99, 1200, 20DEC00, etc.)
Date Prepared	Enter date prepared (10OCT99, 20DEC00, etc.).
Approved By	Enter the complete name and ICS position of the person approving the form. Generally, the incident commander at the field level or the EOC director at the EOC level.
Location/Jurisdiction	Identify the location by name (address, closest streets, etc.) and map grid coordinates.
Type	Identify the type of incident being reported.
Cause	Report the cause of the incident.
Start Time	Report the start time of the incident (24-hour clock).
Finish Time	Report the finish time of the incident (24-hour clock).
Areas Involved	Identify the areas involved in the incident by map grid coordinates, landmarks, cross streets, etc.
Areas Evacuated	Report the areas evacuated by map grid coordinates, landmarks, cross streets, etc.
Civil Agency/Military Resources	Identify which resources are being used during the incident.
Shelter Centers	Identify which shelters are being used during the incident by full name and address, phone number and map grid coordinates.
A-Military Casualties	Enter amount of injuries and fatalities to active duty personnel.
B-Federal Employee Casualties	Enter the number of injuries and fatalities to federal employees.
C-Civilian Casualties	Enter the number of injuries and fatalities to civilians on board the installation during the incident.
D- Damage Estimates	Enter estimated amount of damage to government owned property and civilian owned.
Current Weather	List the current weather conditions: wind speed, weather (cloudy, rainy, etc.), and wind direction, temperature.
Forecast Weather	List the forecasted weather for the following 72-hour time period, including wind speed, wind direction, weather (cloudy, rainy, etc.), and temperature, and the prior 24 hours before incident.
Hospital/Contact Person	Identify the hospital contact person by name, address, and phone number.
Road Status	List all inaccessible or damaged roads by map grid coordinates, cross streets, etc.
Warnings-Expected Hazards Location, Type and Period	Report the location of expected hazards by map grip coordinates, cross streets, etc. Identify the type of hazard and report the time period that the hazard is expected to be in effect.
PIO/location	Name the Public Information Officer (PIO) and location. List the PIO phone numbers.
Miscellaneous	Report all pertinent data.
Initial	Indicate the summary as the Initial, an update or the final status summary by placing a check mark in the appropriate box.
Sent To	Enter the name of person who received the status summary report. Enter time and date and name of person sending report (0600, 10OCT99, 1200, 20DEC00, etc.).

GENERAL INFORMATION

Purpose: The incident status summary provides information for posting on ICP/EOC displays, provides command staff members with basic information for use in planning for the next operational period, provides basic information to the information officer for preparation of media releases, and provides incident information to agency dispatch and off incident coordination centers.

Distribution: The command staff, unit leaders, agency and dispatch centers, and posted at the ICP at the field level. At the EOC, the completed form is duplicated and copies are distributed to command staff, unit leaders, communications centers, and posted on display boards in the EOC.

INCIDENT STATUS SUMMARY				Page of	
INCIDENT NAME:		TIME PREPARED:	PREPARED BY (Name & position):		
OPERATIONAL PERIOD (Time & date):		DATE PREPARED:	APPROVED BY (Name & position):		
LOCATION/JURISDICTION:	TYPE:	CAUSE:	START TIME:	FINISH TIME:	
AREAS INVOLVED:		AREAS EVACUATED:			
CIVIL AGENCY/MILITARY RESOURCES:		SHELTER AREAS:			
A - MILITARY CASUALTIES: INJURIES:		B - FEDERAL EMPLOYEE CASUALTIES: INJURIES:			
DEATH:		DEATH:			
C - CIVILIAN CASUALTIES: INJURIES:		D - DAMAGE ESTIMATES: MILITARY:			
DEATH:		CIVILIAN:			
CURRENT WEATHER:		WEATHER FORECAST:			
HOSPITAL/CONTACT PERSONS:		ROAD STATUS:			
EXPECTED HAZARDS (TYPE AND LOCATION):		PAO NAME AND PHONE NUMBER:			
MISCELLANEOUS:					
					SENT TO:

INITIAL

UPDATE

FINAL

TIME:

DATE:

BY:

DIRECTIONS FOR COMPLETING ICS FORM 210

ITEM	INSTRUCTIONS
Incident Name	Print the name assigned to the incident.
Time Prepared	Enter time prepared (24-hour clock).
Prepared By	Enter the complete name and ICS position of the person completing the form. Radio/telephone operators who receive status change information from individual resources, task forces, strike teams, and division/group supervisors complete the form. Status on staging areas, helicopter landing areas and fixed-wing facilities could also report information.
Operational Period	Enter the time interval for which the information applies. Record the start time and end time and include date(s). (0600, 10OCT99, 1200, 20DEC00, etc.)
Date Prepared	Enter date prepared (10OCT99, 20DEC00, etc.).
Approved By	Enter the complete name and ICS position of the person approving the form. Generally, the communications unit leader.
Resource or Designator	Enter the appropriate designator for the kind of resource or noun name of resource.
Identification Number	Enter the name of the resource and the originating agency identifiers (three-letter) example: Lincoln County Sheriff's Office – three letter identifier is LSO.
Status	Determine the current status of the resource. If out of service status checked, enter the time (24-hour clock) when the resource will return to service. Resource unit personnel only check the status process box after the unit has transferred the information to the resource summary status display form (ICS Form 201, page 4). Check mark the box available if the resource is available to leave from location in three minutes and arrive in seven minutes to assignment.
From Location/To Location	Place a check mark in the "from" column indicating the current location of resource. When more than one division, staging area, or camp is used, identify the specific location (e.g., Division A, Group B). Do the same for each resource.
Message	Enter any special information provided by the resource or dispatch center such as individual designators of strike teams, task forces.

GENERAL INFORMATION

Purpose: The communication unit radio/telephone operators to record status change information received on resources assigned to the incident use the status change form.

Distribution: One copy is given to the resources unit and the communications unit retains a copy.

STATUS CHANGE FORM Page _____ of _____

INCIDENT NAME:	TIME PREPARED:	PREPARED BY (Name & position):
OPERATIONAL PERIOD (Time & date):	DATE PREPARED:	APPROVED BY (Name & position):
NAME OF RESOURCE OR DESIGNATOR:	IDENTIFICATION NUMBER:	

STATUS

- | | | |
|-----------------------------------|---------------------------|-----------------------|
| ASSIGNED | AVAILABLE | OUT OF SERVICE (Rest) |
| OUT OF SERVICE (Mechanical) | OUT OF SERVICE (Personal) | RESTAT PROCESS |
| OUT OF SERVICE (Other - Specify): | | |

FROM LOCATION:	TO LOCATION:
FROM LOCATION:	TO LOCATION:
FROM LOCATION:	TO LOCATION:
FROM LOCATION:	TO LOCATION:
FROM LOCATION:	TO LOCATION:
FROM LOCATION:	TO LOCATION:
FROM LOCATION:	TO LOCATION:

MESSAGE

DIRECTIONS FOR COMPLETING ICS FORM 211-A

ITEM	INSTRUCTIONS
Incident Name	Print the name assigned to the incident.
Time Prepared	Enter time prepared (24-hour clock).
Prepared By	Enter the complete name and ICS position of the person completing the form. This section of the check-in list is initiated at a number of incident locations including staging areas, base camps, helicopter landing areas, and ICP's. Managers at these locations record the information and pass the document to the resources unit as directed or as soon as possible. Communications unit radio/telephone operators located in the communications center record the information and give it to the resources unit as directed or as soon as possible. Check in at the EOC will be completed by a check in recorder at the resources unit.
Operational Period	Enter the time interval for which the information applies. Record the start time and end time and include date(s). (0600, 10OCT99, 1200, 20DEC00, etc.)
Date Prepared	Enter date prepared (10OCT99, 20DEC00, etc.).
Approved By	Enter the complete name and ICS position of the person approving the form. Generally, the check in recorder.
Check In Location	Place a check mark in the appropriate box indicating where the person checked in at the incident.
Personnel	List of personnel by agency or military command.
Single Res., Strike Team, Task Force	Indicate if the resource is single resource, strike team, or task force.
Kind & Type	Enter kind and type of resource.
Order Request #	Enter order or request number.
Time/Date Check In	Self-explanatory (0600, 10OCT99, 1200, 20DEC00, etc.).
Leader's Name / Agency or Command	Enter the leader's name and agency.
Total # of Personnel	Enter total number of personnel in strike team, task force, or manning single resource. Include leaders.
Home Base	Location where individual is normally assigned. (Not departure location).
Departing Point	Location from which individual departed for this incident.
Travel Mode	Means of travel to incident (bus, truck, personal vehicle, government vehicle, etc.).
Incident Assignment Location	Assignment at the time of dispatch.
Info to Restat Time and Initials	Once information is given to the resource status unit, enter time (24-hour clock) and initials.
Demobilized	Enter time, date, and initials when informed of resource is demobilized (0600, 10OCT99, 1200, 20DEC00, etc.).
Comments	Provide any other pertinent information.

GENERAL INFORMATION

Purpose: Personnel and equipment arriving at the incident can check in at various incident locations. Check-in consists of reporting specific information that is recorded on the check-in list. The check-in list is used for recording arrival times at the incident of all overhead personnel and equipment and for recording the initial location of personnel and equipment and thus a subsequent assignment can be made. This form is also used to support demobilization by recording the home base, method of travel, etc., on all check-ins.

Distribution: Both parts of the check-in lists are completed by personnel at the various check-in locations and provided to both the resources unit and the finance section. The resources unit maintains a master list of all equipment and personnel that have reported to the incident.

COMMENTS

DIRECTIONS FOR COMPLETING ICS FORM 211-B

ITEM	INSTRUCTIONS
Incident Name	Print the name assigned to the incident.
Time Prepared	Enter time prepared (24-hour clock).
Prepared By	Enter the complete name and ICS position of the person completing the form. This section of the check-in list is initiated at a number of incident locations including staging areas, base camps, helicopter landing areas, and ICP's. Managers at these locations record the information and pass the document to the resources unit as directed or as soon as possible at the field level. Communications unit radio/telephone operators located in the communications center record the information and give it to the resources unit as directed or as soon as possible. Check in at the EOC will be completed by a check in recorder at the resources unit or at the EOC level the logistics section has identified a staging area for EOC use only. Coordinate with the logistic section officer.
Operational Period	Enter the time interval for which the information applies. Record the start time and end time and include date(s). (0600, 10OCT99, 1200, 20DEC00, etc.)
Date Prepared	Enter date prepared (10OCT99, 20DEC00, etc.).
Approved By	Enter the complete name and ICS position of the person approving the form. Generally, the check in recorder.
Check in Location	Place a check mark in the appropriate box indicating where the equipment checked in at the incident.
Equipment	List of equipment by agency or military command.
Agency or Military Command	Enter the name of the agency or military command the resources came from.
Time/Date Check In	Self-explanatory (0600, 10OCT99, 1200, 20DEC00, etc.).
Equipment Kind, Type and ID Number	Enter the kind of equipment, type of equipment, and identification number.
Total Number of Equipment	Enter total number of items of equipment.
Travel Mode	Means of travel to incident (bus, truck, government vehicle, contractor, etc.).
Equipment Assignment Location	Enter the location of the resource or the assignment of the resource at the time of dispatch.
Info to Restat Time and Initials	Once the information is given to resource status unit, enter time (24-hour clock) and initials.
Demobilized	Enter the time, date, and initials when informed of resource is demobilized (0600, 10OCT99, 1200, 20DEC00, etc.).
Comments	Provide any other pertinent information.

GENERAL INFORMATION

Purpose: Equipment arriving at the incident can check in at various incident locations. Check-in consists of reporting specific information, which is recorded on the check-in list. The check-in list is used for recording arrival times at the incident of all overhead equipment and for recording the initial location of equipment and thus a subsequent assignment can be made. The form is also used to support demobilization by recording the home base, method of travel, etc., on all check-ins.

Distribution: Both parts of the check-in lists are completed by personnel at the various check-in locations and provided to both the resources unit and the finance section at the field level. The resources unit maintains a master list of all equipment and personnel that have reported to the incident. The same process must be used at the EOC.

COMMENTS

DIRECTIONS FOR COMPLETING ICS FORM 213

ITEM	INSTRUCTIONS
Incident Name	Print the name assigned to the Incident.
Time Prepared	Enter time prepared (24-hour clock).
Prepared By	Enter the complete name and ICS position of the person completing the form. All ICP and EOC personnel may use the general message form.
Operational Period	Enter the time interval for which the information applies. Record the start time and end time and include date(s). (0600, 10OCT99, 1200, 20DEC00, etc.)
Date Prepared	Enter the date prepared (10OCT99, 20DEC00, etc.).
Approved By	As required by the incident commander or EOC director.
From	Indicate appropriate designation and location of sender.
Position	Enter title of ICS position of sender.
To	Indicate unit/person the general message is intended for. Be specific.
Position	Enter title of ICS position of person message is intended for.
Subject	Basic description of subject.
Message	Briefly complete. Think through your message before writing it down. Try to be as concise as possible.
Signature/Position of Sender	Self-explanatory.
Reply	This section is intended to be used by the unit/person who receives the message to reply to your message.
Time of Reply	Self-explanatory (24-hour clock).
Date of Reply	Self-explanatory (10OCT99, 20DEC00, etc.).
Signature/Position	Self-explanatory.

GENERAL INFORMATION

Purpose: Incident dispatchers and telephone operators use the form to record incoming messages that can not be orally transmitted to the intended recipients. ICP, EOC, and other incident personnel use the form to transmit messages to the incident communications center for retransmission via radio or telephone to the addressee. Incident personnel may have to hard-copy delivery of any message or notification.

Distribution: Completed general message form may be hand carried to the addressee or hand carried to the communications center for transmission.

GENERAL MESSAGE FORM

Page of

INCIDENT NAME:	TIME PREPARED:	PREPARED BY (Name & position):
OPERATIONAL PERIOD (Time & date):	DATE PREPARED:	APPROVED BY (Name & position):
FROM:	OFFICE:	
TO:	OFFICE:	
SUBJECT:		
MESSAGE:		
REPLY:		

TIME OF REPLY:	DATE OF REPLY:	REPLY FROM:
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DIRECTIONS FOR COMPLETING ICS FORM 214-A

ITEM	INSTRUCTIONS
Incident Name	Print the name assigned to the Incident.
Time Prepared	Enter time prepared (24-hour clock).
Prepared By	Enter the complete name and ICS position of the person completing the form. Both sections of the unit log is prepared and maintained by command staff members, division/group supervisors, air operations groups, strike/task force leaders, and unit leaders.
Operational Period	Enter the time span covered by the log (e.g., 1800 12OCT99 to 0600 13OCT99).
Date Prepared	Enter date prepared (10OCT99, 20DEC00, etc.).
Approved By	Enter the complete name and ICS position of the person approving the form. Division/Group supervisors, strike/task force leaders, unit leaders, and the general staff approves their subordinates logs then provide a copy of logs to the document unit at the field and EOC.
Unit Name	Enter the title of the organizational unit.
Unit Designator	Enter the resource designator (e.g., facilities unit, safety officer, strike team, etc.).
Unit Leader	Enter the full name of the individual in charge of the unit.
Personnel Roster Assigned	Self-explanatory.
Name	List the names assigned to the unit during the operational period.
ICS Position	Enter the positions assigned to the unit during the operational period.
Home Base	Enter the individual's home base.
Events Log	Enter time and events as required.
Time	Self-explanatory (24-hour clock).
Major Events	Briefly describe each significant occurrence or event (e.g., action taken, task completion, injuries, difficulties encountered, etc.).

GENERAL INFORMATION

Purpose: Both sections of the unit log is used to record details of unit activity, including strike team and task force activity. The file of these logs provides a basic reference from which to extract information for inclusion in any type of after action report at the field or EOC.

Distribution: The documentation unit maintains a file of all unit logs. Both parts of completed logs are forwarded to supervisors who provide a copy to the document unit at the end of each operational period. It is necessary that one copy of each log be submitted to the documentation unit at the field and EOC. The documentation unit at field level shall provide all incident documents to the EOC documentation unit if activated or requested by the Regional Planning Agent.

DIRECTIONS FOR COMPLETING ICS FORM 214-B

ITEM	INSTRUCTIONS
Events Log (Continued)	Self-explanatory.
Time	Self-explanatory (24-hour clock).
Major Events	Briefly describe each significant occurrence or event (e.g., action taken, task completion, injuries, difficulties encountered, etc.).

GENERAL INFORMATION

Purpose: Both sections of the unit log is used to record details of unit activity, including strike team and task force activity. The file of these logs provides a basic reference from which to extract information for inclusion in any type of after action report at the field or EOC level.

Distribution: The documentation unit maintains a file of all unit logs. Both parts of completed logs are forwarded to supervisors who provide a copy to the document unit at the end of each operational period. One copy of each log must be submitted to the documentation unit at the field and EOC level. The documentation unit at field level shall provide all incident documents to the EOC level documentation unit if activated or requested by the IC.

DIRECTIONS FOR COMPLETING ICS FORM 215

ITEM	INSTRUCTIONS
Incident Name	Print the name assigned to the Incident.
Time Prepared	Enter time prepared (24-hour clock)
Prepared By	Enter the complete name and ICS position of the person completing the form. The incident commander staff, at the field level, initiates the operational planning worksheet at each planning meeting. At the EOC, the EOC director and staff initiate the operational planning worksheet at each planning meeting. A recommended process is to draw objectives and tasks on a chalkboard, and when decisions are reached, the information is recorded on the operational planning worksheet.
Operational Period	Enter the time interval for which the information applies. Record the start time and end time and include date(s). (0600, 10OCT99, 1200, 20DEC00, etc.)
Date Prepared	Enter date prepared (10OCT99, 20DEC00, etc.).
Approved By	Enter the complete name and ICS position of the person approving the form. Generally, the incident commander at the field level and the EOC director at the EOC.
Division or Other Location	Enter the division or group and the letter or location of the work assignment for the resources.
Work Assignments	Enter the specific work assignments given to each of the division/groups.
Resources	List the number of resources by type and number. Enter the number of resources available "HAVE" to perform the work assignment. Then record the number of resources needed "NEED" by subtracting the number in the "HAVE" row from the number in the "REQ" row.
Reporting Location	Enter the specific location the "NEEDED" resources are to report for the work assignment (staging area, inner perimeter, etc.).
Requested Arrival Time	Enter time (24-hour clock) the resources are requested to arrive at the reporting location.
Totals Resources Required On Hand Ordered	Enter the total number of resources by type (engines, patrol squad, crews, etc.) required on hand and ordered.
Comments	Provide any other pertinent information. (This box is information only. Use ICS Form 222 for requesting resources).

GENERAL INFORMATION

Purpose: The operational planning worksheet is used to communicate the decisions made during the planning meeting concerning resource assignments to the resources unit. The worksheet is used by the resources unit to complete division assignment lists and by the logistics section for ordering resources for the incident.

Distribution: When the division/group work assignments and accompanying resource allocations are agreed to, the form is distributed to the resources unit to assist in the preparation of the Division Assignment Lists (ICS Form 204). The planning section will use a copy of this in preparing requests for resources on the Logistics Order Form (ICS Form 222) required for the next operational period.

OPERATIONAL PLANNING WORKSHEET

Page of

INCIDENT NAME:	TIME PREPARED:	PREPARED BY (Name & position):
OPERATIONAL PERIOD (Time & date):	DATE PREPARED:	APPROVED BY (Name & position):

DIVISION/GROUP OR OTHER LOCATION	WORK ASSIGNMENTS	RESOURCES (Show Strike Team as ST)				REPORTING LOCATION	REQUESTED ARRIVAL TIME
		RESOURCE TYPE					
		REQ					
		HAVE					
		NEED					
		REQ					
		HAVE					
		NEED					
		REQ					
		HAVE					
		NEED					
		REQ					
		HAVE					
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		REQ					
		HAVE					
		NEED					
		REQ					
		HAVE					
		NEED					
TOTAL RESOURCES REQUIRED	SINGLE RESOURCE STRIKE TEAM					REMARKS:	
TOTAL RESOURCES ON HAND	SINGLE RESOURCE STRIKE TEAM						
TOTAL RESOURCES NEEDED	SINGLE RESOURCE STRIKE TEAM						

COMMENTS/NOTES:

DIRECTIONS FOR COMPLETING ICS FORM 221

ITEM	INSTRUCTIONS
Incident Name	Print the name assigned to the Incident.
Time Prepared	Enter time prepared (24-hour clock).
Prepared By	Enter the complete name and ICS position of the person completing the form. Generally, a staff member assigned by the incident commander at the field level and the EOC director prepares the form.
Operational Period	Enter the time interval for which the information applies. Record the start time and end time and include date(s). (0600, 10OCT99, 1200, 20DEC00, etc.)
Date Prepared	Enter date prepared (10OCT99, 20DEC00, etc.).
Approved By	Enter the complete name and ICS position of the person approving the form. Generally, the incident commander at the field level and the EOC director at the EOC.
Demobilization Number	Enter the agency, vendor, or command request number, order number, or agency/command demobilization number if applicable.
Unit/Personnel Released	Enter appropriate vehicle or strike team/task force I.D. number(s) and leader's name or individual overhead or staff personnel being released.
Transportation	Method and vehicle I.D. number for transportation back to parent agency/command. Enter N/A if own transportation is provided. Additional specific details should be included in the comments section.
Manifest	Mark appropriate box. If yes, enter manifest number. Some agencies require a manifest for air travel.
Actual Release Time/Date	To be completed at conclusion of demobilization at time of actual release from incident. Would normally be last item of form to be completed. (0600, 10OCT99, 1200, 20DEC00, etc.)
Designation	Location to which unit or personnel have been released, i.e., area region, home base, airport mobilization center, parent command, or agency.
Unit Leader Responsibility for Collecting Performance Ratings	Self-explanatory.
Area/Agency/Command/Region Notified	Identify area, agency, unit, or region notified, and enter time and date of notification. (0600, 10OCT99, 1200, 20DEC00, etc.)
Resource Supervision Sign Off	The demobilization unit leader will identify with a check in the box to the left of those units requiring checkout. Identified unit leaders are to initial to the right to indicate release.
Comments/Notes	Any additional information pertaining to demobilization or release.

GENERAL INFORMATION

Purpose: This form is used to ensure the health and safety of all personnel, ensure that all personnel and resources are accounted prior to being released from an incident, accurate time keeping, transportation back to their agency or command, and providing the necessary documentation for an after action report.

Distribution: To units that are to be demobilized at the field or EOC.

DEMOBILIZATION CHECK-OUT

Page of

INCIDENT NAME:		TIME PREPARED:	PREPARED BY (Name & position):
OPERATIONAL PERIOD (Time & date):		DATE PREPARED:	APPROVED BY (Name & position):
DEMOBILIZATION NUMBER:	UNIT/PERSONNEL RELEASED:		TRANSPORTATION TYPE/NUMBER:
MANIFEST NUMBER:	ACTUAL RELEASE TIME AND DATE:		DESTINATION:
UNIT LEADER RESPONSIBLE FOR COLLECTING PERFORMANCE RATING:			AGENCY/REGION/AREA NOTIFIED:

UNIT/PERSONNEL RELEASED ARE SUBJECT TO SIGNOFF FROM THE FOLLOWING

(Demobilization unit leader check the appropriate box)

LOGISTICS SECTION	<input type="checkbox"/>	SUPPLY UNIT	<input type="checkbox"/>	COMMUNICATIONS UNIT	<input type="checkbox"/>
FACILITIES UNIT	<input type="checkbox"/>	GROUND SUPPORT UNIT	<input type="checkbox"/>	PLANNING SECTION	<input type="checkbox"/>
DOCUMENTATION UNIT	<input type="checkbox"/>	FINANCE SECTION	<input type="checkbox"/>	TIME UNIT	<input type="checkbox"/>
SAFETY OFFICER(Only if personnel is driving. Must be physically fit and rested prior to being released (4-hour minimum))	<input type="checkbox"/>	OTHER (Specify)	<input type="checkbox"/>	OTHER (Specify)	<input type="checkbox"/>

COMMENTS/NOTES

DIRECTIONS FOR COMPLETING ICS FORM 222

ITEM	INSTRUCTIONS
Incident Name	Enter Name assigned to the incident.
Time Prepared	Enter time prepared (24-hour clock)
Prepared By	Enter the complete name and ICS position of the person completing the form. All ICP and EOC personnel may use the logistics order form.
Operational Period	Enter the time interval for which the information applies. Record the start time and end time and include date(s). (0600, 10OCT99, 1200, 20DEC00, etc.)
Date Prepared	Enter the date prepared (10OCT99, 20DEC00, etc.).
Approved By	Enter the complete name and ICS position of the person approving the form. The operations chief or incident commander approves all tactical resources at the field level. At the EOC, the operations section officer or the EOC director approves all tactical resources. Release of resources requires the incident commander approval at field level and the EOC director at the EOC.
Resource	Enter name, type, description, and quantity of resources being requested.
Priority	Enter the appropriate priority. Emergency is life threaten and expedite indicates property damage is imminent.
Personnel/Special Skills	List type of personnel or specialized skills needed (e.g., police officer, engineer, etc.).
Needed By	Enter the time and date the resource is needed (0600, 10OCT99, 1200, 20DEC00, etc.).
Incident/Project Order Number	Order number assigned by the agency or military command having initial jurisdiction.
Office Reference Number	Usually assigned by the finance and administration section to keep track of expenditures related to specific incidents during the calendar year.
Request Number	The originator of the request maintains a record in number sequence to keep track of all the requests the originator has requested.
Deliver/Report To	Circle the appropriate ICS position the resource is going to at the field or EOC.
Descriptive Location / Response Area	Enter the description of area or incident site where resource is going.
Comments	Self-explanatory.
Logistics Section	At the field or EOC if this form dose not required any action of the finance section. The person placing the order must notify the requester and the resource unit of the status of requested resource as soon as possible.
Resource Obtained From	Enter the company, the resource, or personnel with special skill, is coming from.
Phone Number	Enter the company, agency, or military command phone number where the resource is coming from.
Fax Number	Self-explanatory.
Order Number	Enter the order number created for the resource.
QTY	Enter the quantity of resources being ordered.
Cost (Per Hour, Per Day, Per Resource, Total Costs)	Self-explanatory.
Action Taken	Enter the action taken to obtain resource and notification to requester and the resource unit.
Order Placed By	Enter the full name and ICS position of the person who placed the order.
Time/Date	Enter the time and date the order was completed (0600, 10OCT99, 1200, 20DEC00, etc.).
Finance Section	The finance section shall notify the requester and the resource unit of the ETA and status of the resource, executed or not.
PO Number	Enter the purchases order number.
Executed By	Enter the full name and ICS position of person who executed the contract.
Phone Number	Enter the phone number of person executed the contract.
Executed Time/Date	Enter the time and date the contracted executed was completed (0600, 10OCT99, 1200, 20DEC00, etc.).
ETA Requester's Location	Enter the estimated time of arrival of the resource for delivery or reporting location.
Time/Date Requester Notified	Enter the time and date when the requester and the resource unit was notify of the status of resource (0600, 10OCT99, 1200, 20DEC00, etc.).
Other	Enter any pertinent data relevant to the execution of contract.

GENERAL INFORMATION

Purpose: To ensure accurate information pertaining to the resource requested is ordered and contract is executed if required. Ensure the requester and the resource unit is notified on the status of resource and proper documentation completed for later use.

Distribution: Once the logistic request is completed notification is required to the requester and the resource unit. The finance section maintains all documentation and provides the documentation unit copy of all executed requests at the end of each operational period. The parent agency or military command responsible maintains originals for later use.

LOGISTICS ORDER FORM						Page	of
INCIDENT NAME:			TIME PREPARED:	PREPARED BY (Name & position):			
OPERATIONAL PERIOD (Time & date):			DATE PREPARED:	APPROVED BY (Name, position, time & date):			
RESOURCE (Include name, type, description & quantity):				PRIORITY: EMERGENCY EXPEDITE			
PERSONNEL/SPECIAL SKILLS:				NEEDED BY (Time & date):			
INCIDENT/PROJECT ORDER NUMBER:		OFFICE REFERENCE NUMBER:		REQUEST NUMBER:			
DELIVER/REPORT TO (Circle as appropriate):				OTHER (Specify)			
EOC	DIR	PIO	SAFETY LIAISON OPS	PLANS	LOGISTICS	FINANCE LEGAL	
ICP	IC	PIO	SAFETY LIAISON OPS	PLANS	LOGISTICS	FINANCE STAGING MANAGER	
DESCRIPTIVE LOCATION/RESPONSE AREA:			COMMENTS:				
LOGISTICS SECTION							
(If this form does not need to go to the Finance Section, the resource unit and the requestor must be notified of resource ETA)							
RESOURCE OBTAINED FROM :		PHONE NUMBER:	FAX NUMBER:	ORDER NO.	QTY		
COSTS	PER HOUR	PER DAY	PER RESOURCE	TOTAL COSTS			
CREWS							
OPERATORS							
TECHNICIANS							
OTHER (Specify)							
ACTION TAKEN:							
ORDER PLACED BY (Name, position & contact number):				TIME/DATE:			
FINANCE SECTION							
(The Finance Section is responsible for notifying the Resource Unit and requestor of resource ETA)							
PO NUMBER:		EXECUTED BY (Name & position):		PHONE NUMBER:			
EXECUTED TIME/DATE:		ETA REQUESTOR'S LOCATION:		TIME/DATE REQUESTOR NOTIFIED:			

OTHER (Specify):