

# All-Hazards Emergency Operations Plan



**WAYNECOUNTY**  
NORTH CAROLINA

**2021**

*The Wayne County Emergency Operations Plan meets the requirements of FEMA planning guidance, CPG 1-8, CPG 1-8A, NRT-1 and the legal responsibilities identified in North Carolina General Statutes, Chapter 166 -A. It provides all the necessary elements to ensure that local government can fulfill its legal responsibilities for emergency preparedness.*

*Prepared, updated and maintained by the Wayne County Office of Emergency Services' Office of Emergency Management*

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# Record of Changes

| Change Number | Date of Change | Page or Section Changed | Summary of Change | Authorizing Signature |
|---------------|----------------|-------------------------|-------------------|-----------------------|
| 1             | 2019-2021      | All                     | Complete update   | Aaron Stryker         |
| 2             |                |                         |                   |                       |
| 3             |                |                         |                   |                       |
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| 14            |                |                         |                   |                       |

# Distribution List

American Red Cross  
Board of County Commissioners  
City of Goldsboro  
Goldsboro Wayne Transit Authority  
Maxwell Regional Agricultural and Convention Center  
NC Department of Transportation  
NC Emergency Management  
NC Forestry Services  
NC State Highway Patrol  
Salvation Army  
Seymour Johnson Air Force Base  
Town of Eureka  
Town of Fremont  
Town of Mount Olive  
Town of Pikeville  
Town of Seven Springs  
Village of Walnut Creek  
Wayne Community College  
Wayne UNC Health Care  
WC Board of Elections  
WC Chamber of Commerce  
WC County Manager's Office  
WC Department of Social Services  
WC Emergency Medical Services  
WC Facility Services  
WC Finance Department  
WC Fire Fighter's Association  
WC Health Department  
WC Information Technology  
WC Inspections Department  
WC Office of Emergency Services  
WC Planning Department  
WC Public School District  
WC Sheriff's Office  
WC Solid Waste  
WC Tax Department  
YMCA

**RESOLUTION# XXXX-XX: A RESOLUTION ACCEPTING THE WAYNE COUNTY  
EMERGENCY OPERATIONS PLAN  
FROM February 16, 2021 to February 16, 2025**

**WHEREAS**, the Wayne County Emergency Management Coordinator is charged with the updating of the Wayne County Emergency Operations Plan, to include Appendices, Annexes and Hazard Specific Plans; and

**WHEREAS**, such plan is to be approved before the Wayne County Emergency Operations Plan can be fully implemented; and

**WHEREAS**, the Emergency Management Coordinator has prepared the required Plan and submitted it to the appropriate County Agencies for Review and Approval; and

**WHEREAS**, the Emergency Management Coordinator has forwarded the required Plan for approval by the Board of Commissioners.

**NOW THEREFORE BE IT RESOLVED** that the Wayne County Board of Commissioners hereby accepts and approves the Wayne County Emergency Operations Plan effective 02/16/2021 to 02/16/2025, which is attached hereto and incorporated by reference into this Resolution.

Adopted this 16th day of February, 2021.

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E. Ray Mayo, Chairman  
Wayne County Board of Commissioners

Attest:

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Carol Bowden  
Clerk to the Board

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## **Section I - Introduction**

### **Introduction**

A crisis or emergency can happen at any time and could impact one individual, a single building or the entire community and cause confusion and stress for all involved. This documents is the Wayne County Emergency Operations Plan (WCEOP) and should be used in order to minimize the effects of an emergency. The initial activation and implementation of the emergency plan should always be handled in a calm and consistent manner. Efficient implementation of the plan will provide a clear direction, responsibility and a continuity of control for key officials and administrators. The basic idea to any well-constructed emergency plan is to minimize the possible threat to individuals and properties during an actual emergency. In order to minimize the threat of an emergency, an annual evaluation and review of the emergency plans should occur.

### **Purpose**

The purpose of this plan is to direct actions intended to preserve life and propter from further destruction in the event of an emergency. The overall plan establishes an emergency organization to direct and control operations during the emergency situation by assigning responsibilities to specific entities. All essential entities are to utilize any and all available resources when mitigating against, preparing for, responding to, and recovering from a natural or man-made emergency.

The WCEOP is intended in all instanced to be consistent with the National Incident Management System (NIMS) and encompass all phases of Emergency Management.

### **Organization**

This plan consists of the following:

- 1) The Basic Plan describes the purpose, scope, situation, policies, and concept of operations for Wayne County activities in an emergency event.
- 2) The Appendices gives definitions to the terms and acronyms used throughout the Basic Plan and are the location for many supporting figures, maps and forms
- 3) Annex A to the Basic Plan contains the Emergency Support Functions (ESF's) annexes which focus on dealing with the specific responsibilities, task and operational actions to complete a specific ESF. Annex A list the responsibilities of different entities during an emergency event.
- 4) Annex B to the Basic Plan contains the Incident and Planning Annexes which focus on additional specific planning or response actions and/or needs beyond the basic response plan for a particular event scenario. Annex B list the specific actions taken by an entity during an emergency event.
- 5) Annex C to the Basic Plan contains the Continuity of Operations Plan (COOP). The COOP is designed to aid departments and agencies to continue operations in the event of



a catastrophic loss to key personnel and/or facilities.

### **Scope**

The WCEOP is to establish a plan for a systematic, coordinated and effective response to and recovery from emergencies or disaster occurring within the County. It is intended in all instances to be consistent with NIMS and encompass all phases of Emergency Management.

This plan is designed to address natural and man-made hazards that could adversely affect the County. The plan applies to all county government departments and agencies as any could be tasked to provide assistance in a disaster or emergency situation. It describes the fundamental policies, strategies and general concept of operations to be used to control an emergency event from the onset through the post-disaster phase.



Figure 1 – Four Phases of Emergency Management

## **Section II – Situation and Assumptions**

### **Geographical**

Wayne County has a population of 123,131 (2019) with an nearly even split between urban and rural communities and has a total area, both land and water, of 557 square miles and is located in the Coastal Plains Region of the State of North Carolina. Wayne County is bound to the East by Lenoir and Greene Counties, to the South by Sampson and Duplin Counties, to the North by Wilson County and to the West by Johnson County. Within Wayne County there are two (2) residential care facilities operated by the State of North Carolina. The O’Berry Center is a mental health center with a bed capacity of 500 and a staff of approximately 1,200. Cherry Hospital is a state psychiatric institution with a bed capacity of 662 and a staff of approximately 1,200. Also within Wayne County are two (2) correctional facilities that are run by the State of North Carolina. The Wayne Correctional Unit is a medium security prison with a 428 inmate capacity and a staff of approximately 300. The Neuse Correctional Facility is a minimum security facility with a 500 inmate capacity and a staff of approximately 300. Further, Wayne County is home to Seymour Johnson Air Force Base with a population of Active Duty, Reserve and Civilian Personnel of approximately 6,500, making the base the top employer in Wayne County. Two (2) regional airports operated within Wayne County. The Wayne Executive Jetport is located just north of the City of Goldsboro and is administered by the County and the Mount Olive Municipal Airport is located just north of the Town of Mount Olive and is administered by the Town. The Neuse and Little Rivers run through Wayne County in a Southeastern direction and the County is home to the Cliffs of the Neuse State Park which attracts approximately 260,000 visitors annually. All municipalities rely on Wayne Water Districts for their primary drinking water supplies and water systems. Deep well are a secondary for drinking water supplies and water systems.

Wayne County has seven (7) municipalities - Eureka, Fremont, Goldsboro, Mount Olive, Pikeville, Seven Springs and Walnut Creek.

Eureka – Population: 196 (2019)

Fremont – Population: 1,262 (2019)

Goldsboro – Population: 34,186 (2019)

Mount Olive – Population: 4,578 (2019)

Pikeville – Population: 677 (2019)

Seven Springs – Populations: 111 (2019)

Walnut Creek – Population: 861 (2019)

\*Population estimated from the United States Census Bureau

## **Transportation**

Interstate Highway 795, U.S. Highway 117 and 117A, N.C. Highway 111 and N.C. Highway 581 run North and South through the County. U.S. Highway 13, U.S. Highway 70 and 70 Bypass, N.C. Highway 55 and N.C. Highway 222 run East and West through the County. N.C. Department of Transportation (NCDOT) is responsible for the maintenance of all public highways within Wayne County. Presently, NCDOT maintains the following roadway types: Primary miles: 262; Secondary paved miles: 876; Secondary unpaved miles: 10.5

NCDOT has prioritized key roadways throughout Wayne County as essential and critical to the flow of traffic to prevent portions of the County from becoming isolated as well as for the successful flow of traffic during an evacuation of the Coastal Counties. Bridges along these roadways are also a priority and essential that they remain in service. The priority for NCDOT are the primary roadways in the County, followed by secondary roadways.

\*Primary: I-795, US 70, US 70 Bypass, US 117, US 117/13, US 13 North, US 13 South, US 117 North, US 117 Alt., NC 581, NC 111 North, NC 222, NC 111 South and NC 55.

Secondary: SR 1579, SR 1556, SR 1003, SR 1002, SR 1535, SR 1058, SR 1006, SR 1915 and SR 144.

\*Per NCDOT

Railroad services in Wayne County are as follows:

Norfolk Southern

512 N. James St.

Goldsboro, NC

919-735-5122

Approx. 23 miles of track

CSX Transportation

1312 S. George St.

Goldsboro, NC

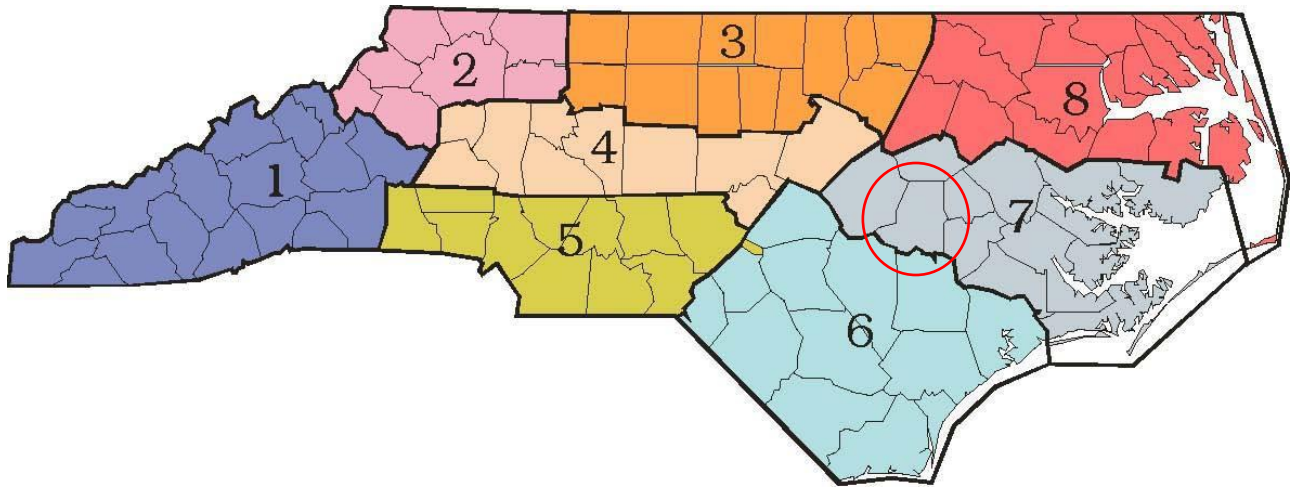
919-736-7361

Approx. 35 miles of track

## **Climate**

The climate in Wayne County is, with only a few exceptions, pleasant all year long. The heat of the summer and the cold of winter are tempered by the County's close proximity to the Atlantic Ocean which lays approximately 50 miles southeast at the nearest point. The average yearly temperature is approximately 60 degrees Fahrenheit. The short winters are marked by "cold spells" but are usually mild. Snow is relatively rare and persists for only a day or two. The average dates of the earliest and latest killing frost are October 31<sup>st</sup> and April 5<sup>th</sup>, respectively. The summer is long, but not usually excessively hot, with pleasant temperatures in the spring and fall. The average growing season from April to October is 209 days. Rainfall is distributed well throughout the year, averaging three (3) to four (4) inches per month during fall and winter and five (5) to six (6) inches in the summer months.

During each hurricane season, June thru November, the North Carolina coast will likely be threatened, if not struck, by at least one tropical storm with Wayne County receiving either tropical storm or hurricane force winds.



1 –Southern Mountains, 2 – Northern Mountains, 3 – Northern Piedmont, 4 – Central Piedmont, 5 – Southern Piedmont, 6 – Southern Coastal Plain, 7 – Central Coastal Plain, 8 – Northern Coastal Plain.

Source: Climate Prediction Center, NOAA

Figure 2 – Climate Prediction Map

## **Hazard Analysis**

The principal hazards to which Wayne County is vulnerable to:

Aircraft (civilian and military) – Due to Seymour Johnson AFB and the close proximity to military bases located in Craven, Carteret, Onslow, and Cumberland counties, two (2) regional airports and other airports in the State, Wayne County has a high-hazard of aircraft emergencies.

Dams – There are thirteen (13) high-hazard and one (1) intermediate-hazard dams in Wayne County. Breaches in any of these dams could cause mass devastation to communities downriver.

Droughts – Droughts occur and can effect agricultural interests. Water shortages related to drought conditions can effect entire communities.

Earthquakes – North Carolina’s vulnerability to earthquakes is moderate. The eastern part of the state is in seismic risk zone 1 and less vulnerable to earthquake damage than the western part which is in seismic risk zone 2. The North Carolina coast is possibly vulnerable to tsunamis that might result from seismic activity in the Atlantic Ocean, which could possibly have an impact on Wayne County.

Energy Emergency – An energy emergency exists when there is an acute shortage of required energy resources to the extent that necessary services are threatened and the protection of public safety and/or health is imperiled. A general energy emergency may involve all facets of multi hazard planning to include alert and notification, response, evacuation, and sheltering for certain populations.

Flooding – Generally associated with other severe weather, flooding may be in the form of flash floods, main river floods, dam failure, or flooding from wind driven or wind held water. Flooding in one of these forms affects certain areas of the County each year. Wayne County has areas that lie within the 100 year flood plain. These are identified on the National Flood Insurance Program (NFIP) rate maps located at the Wayne County Inspections Department and the City of Goldsboro Building and Inspections Department.

Foreign Animal (Livestock) Disease – There is a possibility of widespread livestock disease, even epidemic, in Wayne County. Considering the large hog population, for instance, widespread disease in that industry could cause economic devastation in large portions of the State.

Hazardous Material – Individuals, businesses and government agencies in Wayne County generate, store and transport hazardous materials throughout the state, and create the potential of a hazardous material spill event that could affect public health and safety

Hurricanes – Hurricanes constitute threats in the form of high winds, inundation and other flooding to low lying areas in Wayne County. Wind and water damage and extend throughout the County. Excessive rainfall from hurricanes can result in extensive and damaging river flooding.

Mass Casualties/Mass Fatalities – Many of the hazards listed here may result in mass casualties and even mass fatalities. This would require special attention from health care facilities, medical examiners and mortuary authorities.

Nuclear Plant Accident – Parts of Wayne County are located within the 50 mile Emergency Planning Zone (EPZ) for the Shearon Harris Nuclear Power Plant located in New Hill, NC. Any incident at the Harris Plant involving the release of nuclear material could have an effect on Wayne County as prevailing winds generally travel west to east.

Nuclear Threat/Attack – As long as nuclear weapons exist, nuclear attack is a possibility. An attack upon the United States could subject all states and counties to radioactive fallout. According to the Department of Defense (DOD) and the Federal Emergency Management Agency (FEMA), North Carolina has several potential target areas. This could subject many counties to the direct effects of nuclear weapons. No county can expect immunity from the direct or indirect effects of a nuclear attack.

Sewage Treatment – There are packaged-sewage treatment plants in operations by Wayne County and the municipalities of Goldsboro and Mount Olive. Severe damage to these plants could have severe impact on groundwater and would threatened public and environmental health.

**Terrorism** – Historically, North Carolina has not been a prime target for terrorism. The threat is worldwide and it cannot be ignored. The U.S. Military has been a frequent target for terrorists, and since North Carolina has a significant military presence, the threat is increased. Any large population area or large gatherings of people could be a potential target as well. Terrorist activities may range from hostage situations to threats against fixed nuclear facilities.

**Tornadoes** – The entire County is vulnerable to the effects of tornadoes and other severe weather associated with thunderstorms, including damaging winds, hail, dangerous lightning and flooding.

**Winter Storms** – Some snow and ice storms with blizzards bringing extreme cold, snow and high winds are infrequent.

**Wildfire** – Fires can cause disastrous timber and agricultural losses. Dry foliage, terrain and climate conditions for fires are elements of nature, however, most fires are caused by man. Increased risk of loss of life and property is presented when urban areas interface with forested areas.

### **Planning Assumptions**

The population of Wayne County is approximately 123,131 (2019) people with the following demographics (2018 estimates):

|  |       |
|--|-------|
| Average age of residents:                | 38    |
| Percentage of population aged 0-19:      | 26.3% |
| Percentage of population aged 20-24:     | 7.4%  |
| Percentage of population aged 25-34:     | 13.3% |
| Percentage of population aged 35-44:     | 11.7% |
| Percentage of population aged 45-54:     | 12.7% |
| Percentage of population aged 55-64:     | 12.9% |
| Percentage of population aged 65+:       | 15.6% |
| Percentage of population in Urban Areas: | 53.6% |
| Percentage of population in Rural Areas: | 46.4% |

\*Estimates from the NC Department of Commerce

There are three (3) organizational separations for governmental emergency preparedness, response and recovery: local, state and federal. Preparedness, warning, protection, and recovery are general responsibilities of all governments working together. Emergency operation are initiated at the local level with state and federal involvement as needed.

Local municipalities within Wayne County will develop plans to respond to emergencies and disaster using resources to the extent of their capabilities.

Wayne County has entered into mutual aid agreements as necessary to use most effectively their resources in response to emergencies and disaster.

The Wayne County Emergency Operations Center (WCEOC) is located at 134 North John Street, Goldsboro. The WCEOC is the primary location from which County operations will be conducted under the direction and control of the Office of Emergency Services' Office of Emergency Management.

Should the WCEOC become untenable, operations will be relocated to an alternate site which will act as the Alternate WCEOC. Wayne County does not operate a backup EOC. An Alternate WCEOC could be established at the Cooperative Extension located at the Maxwell Agricultural and Convention Center.

State agencies have emergency resources and expertise beyond the capabilities of local governments. In the event it is necessary to call on these resources, they can be requested through the WCEOC via WebEOC and the Eastern Branch Office of N.C. Emergency Management (NCEM).

Federal agency resources and expertise can be mobilized to augment local and state efforts in relieving emergency or disaster related problems that are beyond the capabilities of both state and local governments. If deemed necessary, Federal resources will be requested from the State Emergency Operations Center (SEOC).

A disaster or emergency has the potential to produce substantial consequences concerning human needs to include food, water, shelter, and medical treatment. In addition, there could be considerable damage to infrastructure. These might include utilities/energy systems (electricity, fuel, water/sewer), and vital facilities (communications, shelters, essential goods management, and essential personnel management) necessary for performing immediate response/recovery functions.

Wayne County departments and agencies may need to respond on short notice to provide effective and timely assistance to local citizens. Therefore, the plan provides pre-assigned responsibilities to local and municipality agencies to expedite the provision of response assistance to support local efforts to save lives, alleviate suffering and protect property.

Certain parts of Wayne County's population are identified as vulnerable populations. For purposes of this plan, as well as procedures and other documents supporting this plan, those vulnerable populations include, but are not limited to: the deaf and hard-of-hearing, non-English speakers (mainly Spanish), and people in fragile health. Other vulnerable populations may be identified as circumstances require. All planning decisions and actions to implement this plan, particularly those relating to communications and warning, will be taken with appropriate consideration for identified vulnerable populations.

The severity of problems resulting from an emergency event will depend on factors such as time of occurrence, severity of impact, existing weather conditions, area demographics, and nature of building constructions. Collateral events such as fire, floods and hazardous material incidents will also increase the impact on the community, multiply property losses and hinder the immediate emergency response effort.

The all-hazards plans are built around assumptions of worst-case scenarios. They are intended to deal with disaster and emergencies ranging to catastrophic events, great sudden calamities and complete failures.

The Emergency Management Coordinator (EMC) will mobilize resources and personnel as required by the situation.

Incidents are managed at the local level.

Local governments will have mutual aid agreements with neighboring jurisdictions.

The local jurisdiction will use the National Incident Management System and Incident Command Structure.

Special facilities (schools, nursing homes, adult day care, and child care facilities) are required to develop emergency plans.

Regulated facilities (Superfund Amendments and Re-Authorizations Act sites), power plants, etc. posing a specific hazard will develop, coordinate and furnish emergency plans and procedures to local, county and state departments and agencies as applicable and required by codes, laws, regulations or requirements.



### **Section III – Organization and Actions**

In the event an incident exceeds local emergency response capabilities, outside assistance is available either through mutual aid agreements with nearby jurisdictions and volunteer emergency organizations, or through North Carolina Emergency Management (NCEM). A local emergency must be declared and local resources must be fully committed before state and federal assistance is requested.

As required by NCGS 166A, it is the responsibility of county/city governments to organize and plan for the protection of life and property from the effects of hazardous events or disasters. To accomplish this in a manner to which is functional through all lines of county government and municipalities, Wayne County uses the National Incident Management System (NIMS) and the Incident Command System (ICS). Planning and training are integral parts of emergency and disaster preparation and are a pre-requisite to effective emergency operations.

Facilities vital to operations of county and local government have been identified and these facilities receive priority for restoration of all services.

Coordination with adjoining jurisdictions is essential when events occur that impact beyond county or jurisdictional borders. When the resources of local government are exhausted or when a needed capability does not exist within local government, the WCEOC will call for assistance from the State through the use of WebEOC and NCEM's Eastern Branch Office (EBO). The State EOC is manned seven days a week, twenty-four hours per day for normal day-to-day operations with one or more operations duty officers. The State Emergency Response Team (SERT)/EOC is activated fully or partially depending on the level of emergency.

It is the responsibility of the elected officials to ensure that all legal documents of both a public and private nature recorded by designated officials be protected and preserved in accordance with existing laws, statutes and ordinances.

The National Weather Service (NWS) will detect and track potentially dangerous storms and issue advisories as long as the threat exists. Wayne County's Office of Emergency Services will coordinate with the NWS and/or the NCEM EBO to maintain and update information on severe weather. This may be accomplished by conference calls, e-mails, and/or web conferencing.

## **Organization**

For localized events needing local resources only, the ICS should be utilized to control the flow of response operations.

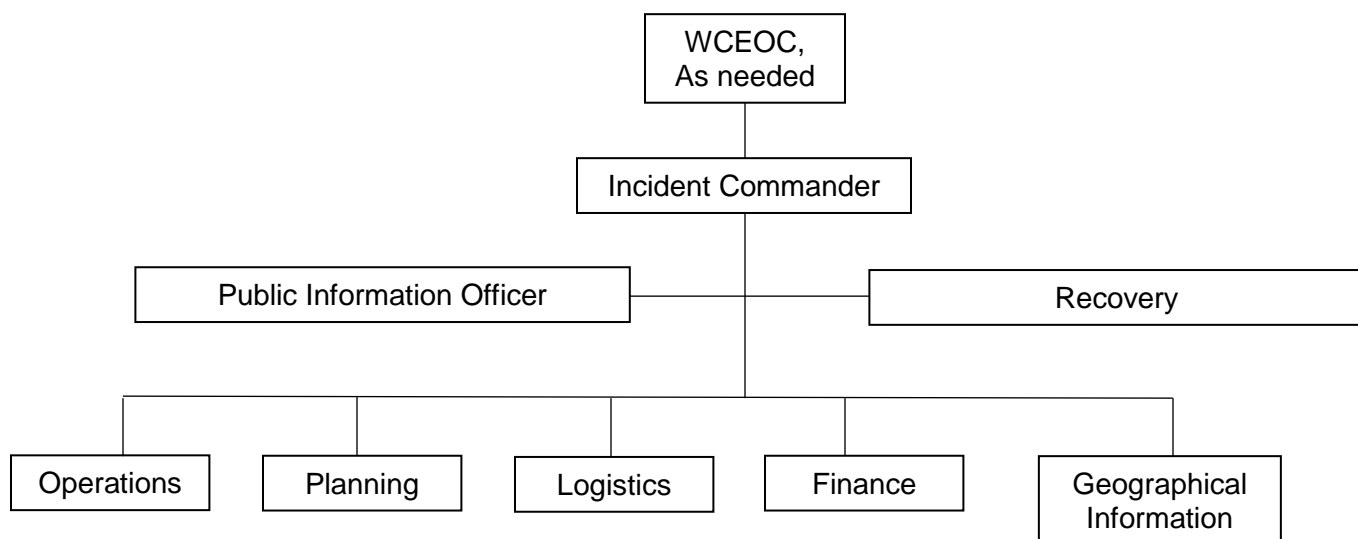


Figure 4 – Event On-scene Organizational Structure

When the WCEOC is activated, there shall be coordination between the EOC and the Incident Command to ensure a consistent response. The WCEOC follows a hybrid approach to the ICS structure. Agencies that coordinate response operations together are in Working Groups. Working Groups have been based off of the 15 Federal Emergency Support Functions (ESF's).

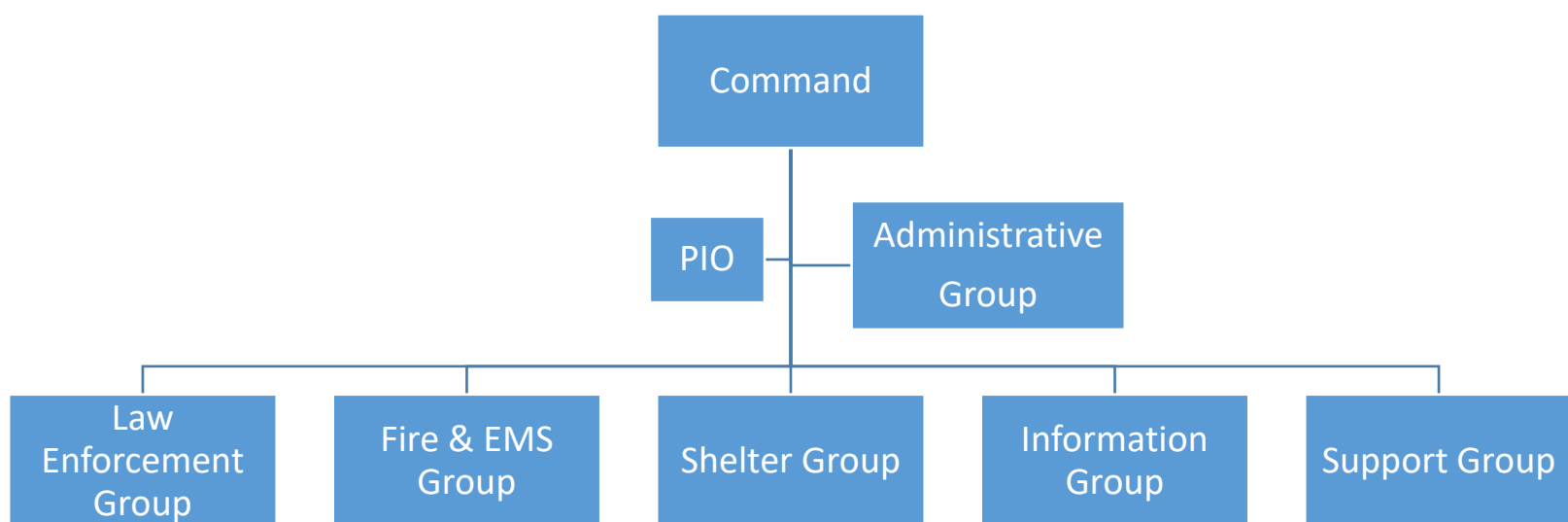


Figure 5 – WCEOC Operational Structure

Law Enforcement Group

Wayne County Sheriff's Office  
Municipal Police Departments  
NC State Highway Patrol

Fire & EMS Group

Wayne County Emergency Medical Services  
Wayne County Volunteer Fire Departments  
Municipal Fire Department

Shelter Group

Wayne County Department of Social Services  
Wayne County Health Department  
Wayne County Facility Services  
Goldsboro Wayne Transit Authority

Information Group

Wayne County Geographical Information System  
Wayne County Information Technology  
Wayne County Public Affairs Office  
NC Department of Transportation

Administrative Group

Wayne County Manager's Office  
Wayne County Staff Attorney's Office  
Wayne County Finance Department

Support Group

NC Emergency Management  
Seymour Johnson Air Force Base  
Federal Emergency Management Agency  
Other Agencies, Organizations, or Personnel as required

## Note on groups:

Group members can be added or subtracted depending on the nature of the emergency event.  
New groups can be added depending on the nature of the emergency event.  
Not all groups will be activated to staff the EOC for every emergency event.

## **Sequence of Action**

### **Notification**

The Wayne County Office of Emergency Services (OES) may receive initial notification or warning of a disaster event from multiple sources, including local emergency responders or county warning points, the National Weather Service, the North Carolina State Highway Patrol, or the National Hurricane Center. The Emergency Alert System (EAS) is a network of broadcast stations and interconnecting facilities authorized by the Federal Communications Commission (FCC) to operate in a controlled manner to warn and inform the public of needed protective actions in the event of a disaster or emergency situation.

The Office of Emergency Services will notify key county officials in accordance with standing operating procedures. Upon notifications by OES, personnel will report to the WCEOC as needed.

The Emergency Management Coordinator, the Fire Marshal, the 9-1-1 Communications Manager, the Sheriff, the County Manager, or their designee may activate the Emergency Alert System.

### **Activation**

The Wayne County Emergency Operations Plan (EOP) will be activated when a disaster event has occurred or is imminent. The Chairman of the Board of County Commissioners should issue a Declaration of a State of Emergency that activates the emergency response, recovery and mitigation aspects of local and inter-jurisdictional disaster plans that apply to a disaster event area.

OES may also activate this plan if a disaster threatens prior to the Chairman's decisions to issue a Declaration, with approval from the Chairman at the earliest possible time.

The WCEOC will be activated by OES when the Chairman issues a Declaration or prior to the Declaration when there is an immediate threat to life and property.

### **Non-Emergency/Normal Operations**

These are actions that are implemented during non-emergency or non-disaster periods that will prepare the locality for potential emergency responses, if necessary.

- Public information and educational materials should be provided to the public via municipal newsletters, brochures, publications in telephone directories, municipal web-sites, social media, and any other media.
- Develop, review and exercise emergency operations plans and standard operating procedures.
- Assure the viability and accuracy of emergency contact lists, resource lists and emergency

contacts.

- Update, review and maintain the Emergency Operations Plan.

### **Pre-Incident Actions**

The following are actions that are implemented if the Emergency Management Coordinator receives notice of a potential emergency from the federal Homeland Security Advisory System, the National Weather Service, or other reliable warning source.

Actions:

- Alert emergency response personnel and develop staffing patterns
- Communication alert and warning
- Determine any protective action measures that need to be implemented in preparation for the situation
- Partial or full activation of the WCEOC
- Property protection
- Public health and safety
- Responder health and safety

### **Response Actions**

The following are examples of actions that may be activated to preserve life, property, the environment, and the social, economic, and political structure of the community.

Actions:

- Actions to minimize additional damages
- Debris clearance
- Disseminations of public information
- Distribution of emergency supplies
- Emergency Medical Services
- Evacuations
- Fire
- Law enforcement
- Protection and restoration of critical infrastructure
- Protection of responder health and safety
- Public health and medical services
- Urban search and rescue

In significant emergency events, direction and control will be managed by the Executive Group.

The WCEOC will be activated and staffed as the situation dictates. When activated, operations are supported by ranking representatives from a number of local government, private sector and

volunteer organizations to provide information, data, and recommendations to the Executive Group. When an emergency event develops, the senior elected official or their designee, as defined in NCGS 14-288.1, may issue a Declaration of a State of Emergency to exist within the jurisdiction or a part thereof and begin implementing emergency procedures.

OES will coordinate county resources. The Mayors, or their designee, will coordinate and control the resources of their respective municipalities.

The Wayne County Public Information Officer (PIO) will coordinate with the WCEOC and other PIO's within the effected jurisdiction to utilize all available media outlets for the dissemination of emergency information to the public.

In the event that local resources prove to be inadequate to respond during an emergency event, resources may be requested through North Carolina Emergency Management via WebEOC and the Eastern Branch Office. If state resources prove inadequate, additional resources may be requested through federal departments. Local jurisdictions requiring federal support will request the need through NCEM.

Under the provisions of the Robert T. Stafford Disaster Relief and Assistance Act, a Federal Coordinating Officer (FCO) will be appointed by the President to coordinate Federal activities in support of State and Counties.

Wayne County and the municipal governments will use their normal channels for requesting assistance and/or resources. These requests will be made through the WCEOC and then through the Eastern Branch Office to the North Carolina State EOC. If state resources have been exhausted, the state will arrange to provide the needed resource using Emergency Support Functions as described in the National Response Framework (NRF). OES will serve as the lead agency for response to natural and/or man-made disaster events.

Once immediate response missions and life-saving activities are concluded, the emphasis shifts from response to recovery. Briefing of the local governing body of the situation, current and future operations and mitigation efforts should be conducted as new information comes in and/or circumstances in effected areas change.

### **Recovery Actions**

The following actions occur after the initial response has been implemented. These actions should assist individuals and communities return to a normal state as much as is feasible. During the recovery period, some of the actions that may need to be implemented are as follows:

- Cleanup and restoration of public facilities, businesses and residences
- Long term recovery actions
- Preliminary damage assessments
- Protection of cultural and/or archeological sites during recovery operations
- Re-establishment of habitats and prevention of subsequent damage to natural resources
- Assess local infrastructure and determine viability for re-entry of residents

- Begin immediate repairs to electric, water and sewer line and stations
- Planning for recovery will be implemented at the same time Wayne County is taking emergency response actions necessary to protect the public. Preparations will be made for rapid deployment of resources necessary to facilitate recovery
- Termination of the Declaration of the State of Emergency shall be issued by the authority responsible for initially proclaiming the Declaration
- Immediately following an emergency event, the process for recovery will begin with a damage assessment. Members of the damage assessment team will relay information back to the WCEOC
- Within 24 hours the damage assessment team will give a preliminary report back to the WCEOC. The WCEOC should then forward this information to NCEM. Within 72 hours, a complete damage assessment should be submitted to the NCEOC
- In conjunction with damage assessments, Wayne County will begin activation and operations of Points of Distribution (POD's) located in the county, as needed. This will ensure that the citizens of Wayne County can receive Disaster Relief Commodities such as water, MRE's, ice, and tarps.
- Notification of the need to open a Disaster Assistance Center (DAC) will be given to the appropriate agency. Additional agencies, resources and/or personnel should be activated in support of the DAC
- Debris removal contracts will be activated to ensure swift and effective removal of all debris. Major roadways will take priority to ensure the safe and effective travel of emergency service vehicles and personnel
- WCEOC deactivation will begin to occur when life-saving and property protection operations have concluded and the need for continuing emergency support operations is lessened. Agencies and individuals involved in the response will begin debriefing and turning in documentation of activities. Issues of concern and/or issues that may need corrective action should be addressed in an After Action Report to OES.
- After Action Reports from agencies and/or individuals participating in disaster response and relief efforts will be compiled into a Wayne County After Action Report by the Emergency Management Coordinator and distributed to all participating agencies, County Leadership and municipal leadership.

Open a Joint Field Office (JFO) to assist those impacted by the disaster event if the event is declared a Federal Disaster. The JFO is the central coordination point among Federal, State and Local agencies and volunteer organizations for delivering recovery assistance resources. The JFO may be co-located with the WCEOC.

### **Mitigation Actions**

With the WCEOC deactivated, operations move from the response phase to the recovery phase. NCEM and other State agencies should provide a liaison to OES, when requested.

The following actions are completed to reduce long-term risk to people and property from hazards and their side effects. During the mitigation process, the following issues should be addressed:



- Recovery efforts continue following any emergency event. A critique will be held to evaluate a jurisdiction's response to a disaster event and plan revisions to emergency plans as necessary based on lessons learned
- Mitigation of potential problems through use of Hazard Mitigation Grants will begin. An initial status of the Unmet Needs will be given to OES and will continue until it is determined that needs of the citizens has been completed
- Grant programs for loss reduction measures, if available
- Delivery of loss reduction building-science expertise
- Coordination of Federal Flood Insurance operations and integration of mitigation with other program efforts
- Conducting flood recovery mapping to permit expedited and accurate implementation of both recovery and mitigation programs
- Predictive modeling to protect critical assets
- Early documentation of losses avoided due to previous hazard mitigation measures
- Community education and outreach necessary to foster loss reduction
- Review the All-Hazards Mitigation Plan and update as necessary any Mitigation Actions that could be of assistance in preventing similar impacts for a future disaster
- Work with NCEM Mitigation Program to develop mitigation grant projects to assist in areas most at risk
- Implement mitigation measures in the rebuilding of infrastructure damaged in the disaster event

### **Activation of the Emergency Operations Center (EOC)**

The Wayne County Emergency Operations Center is located on the 2<sup>nd</sup> floor of the Jefferys Building at 134 North John Street, Goldsboro.

It will be operated to serve as an effective communications center, information clearinghouse, a place to resolve confusion and conflicts, and an authoritative source of information and decisions. It is organized internally using the framework of the Incident Command System (ICS).

The WCEOC is partially or fully activated depending on the level of a disaster event. The decision to activate the WCEOC is the responsibility of OES, in consultation with County Leadership. Standard Operating Procedures (SOP's) have been developed for the operations of the WCEOC and is an integral part of the EOP.

A Time Delineate Schedule (TDS) has been created to assist local emergency services staff in the decision making process of activating the WCEOC. The TDS can be found in the Incident and Planning Annexes of the EOP. The TDS concept consists of a manual describing the time delineating process recommending actions for each phase and a status of actions checklist. Although originally designed for hurricanes, the TDS can be used in any All-Hazards emergency event by modifying the time frame for each phase according to the event's characteristics and length of warning period. The TDS is a guideline that should be used during a disaster event when deciding which agencies and/or personnel are needed for activation in order to respond to a disaster event effectively.

**Level of Operations for the Wayne County EOC**

| Activation Level | Name of Level    | Description   | Example  |
|------------------|------------------|---|--|
| 4                | Daily Operations | Normal day-to-day operations.   | WCEOC maintenance and/or testing of equipment.   |
| 3                | Monitoring       | An event has the potential to effect the County and the WCOES is closely monitoring the event. Checking of WCEOC for readiness.                                   | Hurricane forming in the Atlantic Ocean. Large storms coming in from the West.                                   |
| 2                | Partial          | An event has occurred or is about to occur. WCOES staff is manning the WCEOC and additional staff is activated as needed.   | Hurricane is predicted to effect the County. Situation with minor to moderate damage and/or casualties.          |
| 1                | Full             | An event has occurred the effects part of, or the entirety of Wayne County. WCOES has fully staffed the WCEOC and additional County Agencies have been called in. | Hurricane is about to or has struck the County. Situation with major and or widespread damage and/or casualties. |

## **Section IV – Assignment of Responsibilities**

Wayne County is responsible for emergency management within its jurisdictional boundaries and will conduct emergency operations according to established plans and procedures. Should an emergency event be beyond the capabilities of local government, request for State and/or Federal assistance should be made to the North Carolina State via NCEM's Eastern Branch Office.

Wayne County's EOC is staffed with elected officials and senior representatives of county departments and county level volunteer organizations who will receive emergency information, coordinate tasking of resources and make population protection decisions. Specifically, local government is responsible for preparing evacuation plans and conducting evacuation operations when conditions require it. The Wayne County EOC will be activated and staffed as appropriate to the severity of the emergency event.

A successful local emergency management program involves local government officials, local government agencies, private sector and non-profit organizations. Their roles are summarized in the following segments.

### **Responsibilities**

#### **Purpose**

This section tasks departments of Wayne County, Municipalities, Non-Governmental Organizations, and some volunteer agencies with specific emergency functions, which are in addition to their day-to-day responsibilities. Each agency listed herein is responsible for the development and maintenance of internal standard operating procedures, checklists, and/or Memorandums of Understanding in order to accomplish this responsibility.

#### **Organization**

Command Staff – the Wayne County Emergency Command Staff consists of:

- Chairperson of the Board of County Commissioners
- County Manager
- Emergency Management Coordinator
- Fire Marshal
- 9-1-1 Communications Manager

Municipal Emergency Control Group (if established) may consist of the following:

- Mayor or designee
- Selected Board Members
- Town Managers
- Clerk to Municipal Councils
- Wayne County Emergency Management Coordinator or designee in an advisory role

## Support Groups

Support Groups consist of representatives of pre-determined governmental and non-governmental and volunteer groups. These groups are tasked with the responsibility of implementing Command Staff decisions. The following groups can be modified depending on the disaster event and in which phase of emergency management the disaster event is in.

### Law Enforcement Group

Wayne County Sheriff's Office  
Municipal Law Enforcement  
North Carolina State Highway Patrol

### Fire & EMS Group

Wayne County Emergency Medical Services  
Wayne County Volunteer Fire Departments  
Municipal Fire Departments

### Shelter Group

Wayne County Department of Social Services  
Wayne County Health Department  
Wayne County Facility Services  
Goldsboro Wayne Transit Authority

### Information Group

Wayne County Geographical Information Systems  
Wayne County Public Affairs Office  
Wayne County Information Technology  
NC Department of Transportation

### Administrative Group

Wayne County Manager's Office  
Wayne County Attorney's Office  
Wayne County Finance Department

### Support Group

Federal Emergency Management Agency  
Seymour Johnson Air Force Base  
North Carolina Emergency Management  
North Carolina National Guard  
Other Non-County Entities

### Assignment of Responsibilities

#### Chairperson of the Board of County Commissioners

- 1) Carry out provisions of the N.C. General Statutes and local ordinances relating to emergencies.
- 2) Declare a State of Emergency for Wayne County and assume direction and control of emergency operations in cooperation with other members of the Command Staff to include:
  - a. Execution of the WC Emergency Operations Plan
  - b. Order an evacuation to include all or parts of Wayne County
  - c. Restrict the sale of alcohol and/or firearms
  - d. Order a curfew
  - e. Restrict entry into Wayne County
  - f. Enforce ordinances in effect
  - g. Ensure adequate planning for Hazardous Materials Events
  - h. Ensure that the lines of succession for county departments are followed
  - i. Relocate the seat of government if administrative offices become damaged beyond usage
  - j. Declare a State of Emergency in existence for the unincorporated areas of the county, if necessary
  - k. Implement other measures to protect life and property
  - l. Nominate members for the Local Emergency Planning Committee to the Chairperson of the State Emergency Response Committee
  - m. Coordinate emergency response actions with the Chairperson of adjoining jurisdictions and mayors in Wayne County
  - n. Direct county personnel to return to work following a disaster or emergency
  - o. Issue orders to terminate non-essential functions of local government and re-direct forces to cope with emergency events

#### Wayne County Public Information Officer

- 1) Function as the Public Information Officer (PIO) or ensure that a qualified PIO is in place
- 2) Authorize the release of emergency public information in conjunctions with the Chair of the Board of County Commissioners or their designee
- 3) Provide rumor control in the WCEOC and assist with inquiries as to missing relatives, damaged areas, evacuation routes, shelter locations, etc.
- 4) Inform citizens about shelters, evacuation routes, flooded areas, and other emergency related information
- 5) Liaison with local media outlets and coordinate with the WCEOC regarding interview requests and media in Emergency Operations Centers, Emergency Shelters or other potentially sensitive areas

#### Wayne County Emergency Management Coordinator

- 1) Implement the Wayne County Emergency Operations plan by the authority of the Chair

- of the Board of County Commissioners and adhere to the county personnel policy
- 2) Direct county assets to develop and update emergency plans and Standard Operating Procedures to respond to emergency events
- 3) Coordinate emergency response actions with managers of adjoining jurisdictions
- 4) Implement direction, control, coordination, and policy-making functions as necessary to provide for optimum protection of public health and safety
- 5) Ensure that all responding agencies document expenditures related to coping with emergency events
- 6) Plan for the activation of damage assessment and recovery functions of local government
- 7) Assist in providing for clearance of debris on public right of ways
- 8) Develop, maintain and update Emergency Operations Plans, Standard Operating Procedures, Mutual Aid Agreements, Memorandums of Understanding, Support Manuals, and Resource Manuals for use during emergency events by all county entities
- 9) Perform assigned duties according to state general statutes and local ordinances
- 10) Develop plans in accordance with Federal and State guidelines
- 11) Coordinate emergency operations within the jurisdiction of Wayne County and provide support services to municipalities when an emergency event effects a localized area within a municipality
- 12) Maintain current notification and recall lists of operational personnel
- 13) Provide for the training of emergency forces within OES
- 14) Maintain and update, as needed, a current list of resources in the county
- 15) Receive and coordinate request for resources from municipalities and direct resources to areas of greatest need
- 16) Coordinate with private industry for use of privately owned resources
- 17) Forward request for additional resources to the NCEM Eastern Branch Office for situations in which county resources are unable to meet response and/or recovery requirements
- 18) Alert and activate OES forces when informed of an impending emergency in the county
- 19) Ensure that emergency information and reports are delivered to responding agencies in a timely manner
- 20) Serve on the Local Emergency Planning Committee (LEPC) as defined by SARA Title II planning requirements
- 21) Coordinate emergency response actions with Emergency Management Coordinators in adjoining jurisdictions
- 22) Serve as the principal advisor to County Leadership during emergency operations
- 23) Identify and arrange for suitable shelters for identified hazards along with providing shelter supplies and ensuring shelter staffing is assigned
- 24) Maintain liaison with utility company representatives for back-up water, power and/or telephone communications, if required
- 25) Maintain administrative records as needed
- 26) Ensure that operational and narrative journals are maintained during emergency periods
- 27) Assist the PIO during emergency events as needed
- 28) Ensure adequate warnings are disseminated throughout the emergency organizations and the county
- 29) Develop procedures to activate the Emergency Alert System
- 30) Provide damage assessments training, as needed

- 31) Disseminate, as appropriate, public information and education programs relating to disaster recovery procedures
- 32) Assist with securing a Disaster Assistance Center facility and equipment
- 33) Identify and notify applicants that may be eligible for Public Assistance (PA) or Individual Assistance (IA) programs
- 34) Assist the LEPC in planning for hazardous material events
- 35) Ensure that the public is educated through public awareness programs concerning the various hazards in the area and the need to be self-sufficient for a period of three (3) days
- 36) Ensure that crisis training of county staff to fulfill operational roles
- 37) Support the LEPC in maintaining liaison with facility emergency coordinators to ensure availability of current information concerning hazardous material and the correct response to any incident

#### Mayors/Manager of Wayne County Municipalities

- 1) Mayors
  - a. Utilize municipal personnel, facilities and equipment resources to support the Wayne County EOP
  - b. Coordinate with the Wayne County Emergency Management Coordinator to resolve conflicts between the Wayne County EOP and municipal requirements
  - c. Enforce provisions of local ordinances relating to emergency events in accordance with N.C. General Statutes
  - d. Assess the needs of the affected municipality and request resources through the WCEOC
  - e. Declare a State of Emergency for the municipality and ensure enforcement. Municipalities may join in with the County's Declaration of a State of Emergency if they make a written request to do so
  - f. Ensure the protection of life and property within the municipality
  - g. Assist county officials with damage assessments and recovery activities
  - h. Conduct damage assessment surveys utilizing municipal officials within municipal limits and provide training of damage assessment teams on a regular basis
  - i. Provide copies of municipal agreements, checklists and SOP's to OES
- 2) City and Town Managers
  - a. Coordinate the updating of amendments to the Emergency Operations Plan and coordinate the development of internal, interdepartmental and interagency SOP's and Memorandums of Understanding
  - b. Ensure that periodic drills and emergency exercises are conducted in order to assure that current procedures within the Emergency Operations Plan are functional and effective for operations
  - c. Coordinate policy-making functions necessary to ensure health and public safety within the municipal borders
  - d. Make available municipal resources, as appropriate, in response to resource requests from other agencies
  - e. Implement emergency policies, procedures and ordinances as appropriate for the

## governing body

### Law Enforcement

- 1) Wayne County Sheriff's Office
  - a. Develop and maintain SOP's to direct and control law enforcement operations during emergency events
  - b. Provide direction and control for law enforcement, traffic control, evacuations, and reentry movements
  - c. Identify law enforcement assistance needs and develop necessary mutual aid agreements to support those needs
  - d. Provide security for the WCEOC, staging areas, shelters, essential equipment sites, and other locations as necessary
  - e. Assist in the disseminations of emergency public information and warnings to the public and hearing impaired person
  - f. Provide security and back-up communication forces for the WCEOC and other facilities deemed to be vital, if necessary
  - g. Control ingress and egress in damaged, evacuated and/or secured areas and/or facilities
  - h. Relocate and house prisoners, if necessary
  - i. Coordinate the need for additional law enforcement support with the NC State Highway Patrol and adjacent jurisdictions
  - j. Develop procedures to ensure that law enforcement personnel can respond at the awareness level for Hazardous Material Events
  - k. During non-emergency periods, serve as the official spokesperson for law enforcement related events. Otherwise, coordinate the release of all public information and/or instructions with the County PIO
- 2) Municipal Law Enforcement
  - a. Anticipate resources needed to support county law enforcement activities during emergency events, evacuations and plan for timely resource requests
  - b. Assist in the notification and warning of municipal residents, hearing impaired persons and those with special needs
  - c. Provide security of homes, businesses, shelters, and vital facilities identified within the municipal borders
  - d. Assist with the reentry of evacuees into damaged areas

### Communications

- 1) Establish and maintain the communications network for two-way communications between the WCEOC and field responding forces
- 2) Disseminate warning information to emergency response personnel
- 3) Develop, maintain and update SOP's for communications center operations during emergency events
- 4) Provide back-up communications for the WCEOC and critical points through the use of mobile units



- 5) Ensure that communication procedures are established for the use of logs, messages, forms, and message control

#### Wayne County Department of Social Services

- 1) Develop, maintain and revise SOP's for DSS operations during emergency events
- 2) Coordinate emergency shelter openings with the WCEOC
- 3) Provide shelter managers, supplies and other support personnel during sheltering periods
- 4) Coordinate transition of emergency shelters with the WCEOC
- 5) Coordinate with the WCEOC to determine sheltering and/or evacuation needs

#### Wayne County Health Department

- 1) Develop, maintain and revise SOP's for public health operations during emergency events
- 2) Coordinate health care for emergency shelters and mass care facilities with the WCEOC
- 3) Coordinate with water supply authorities to expedite emergency public water supplies
- 4) Provide health inspections and immunizations to evaluate, detect, prevent or control communicable diseases
- 5) Coordinate with DSS in the identification and care of special needs populations
- 6) Provide inspections of mass care facilities to assure proper sanitation practices are being upheld
- 7) Coordinate with the proper authorities to establish a temporary morgue, if necessary
- 8) Staff disaster assistance centers as needed
- 9) Ensure that crisis counseling is provided in shelter areas, if requested
- 10) Coordinate with area mental health centers to ensure that crisis counselors are available in disaster assistance centers, shelter areas and for support staff, if needed
- 11) Provide for mental health center staff for a 24-hour crisis line during periods of emergencies
- 12) Coordinate public health services in shelter and mass care facilities
- 13) Coordinate the distribution of exposure limiting drugs, vaccines or other preventative care when required
- 14) Develop procedures to provide mental health services during emergency events
- 15) Provide intervention training for personnel assigned to mental health service teams
- 16) Make available mental health professionals to provide disaster related counseling
- 17) Assist with inquired and inform families on status of individuals injured or missing
- 18) Provide crisis counseling to professionals and other support staff working with disaster victims
- 19) Arrange for follow up psychological support for emergency workers and disaster victims when deemed appropriate

#### Wayne County Facility Services

- 1) Plan for the temporary repair and restoration of vital facilities, water distribution and waste systems and solid waste
- 2) Develop and maintain resources lists with source, location and availability of equipment,

- fuel and operational personnel to support response and recovery operations
- 3) Assist in debris removal
- 4) Identify manpower and equipment limitations and provide for resources to overcome these shortfalls
- 5) Provide storage and access to fuel for emergency service vehicles during emergency events
- 6) Maintain emergency power, water and sanitation resources for vital facilities during emergency events
- 7) Develop maintain and update as needed SOP's for public works functions during emergency events
- 8) Cease non-essential functions and re-deploy personnel and equipment resources to areas of greatest need
- 9) Develop procedures, guideline or Memorandums of Understanding with municipalities to utilize excess resources to support recovery operations in Wayne County and coordinate those efforts through the WCEOC

#### Wayne County Tax Office and Finance Department

- 1) Assist in developing financial accounting procedures to assist local agencies in recording and reporting emergency expenses
- 2) Provide county budget information in support of the Governor's request for a Presidential Declaration of a Disaster
- 3) Develop, maintain and revise as needed SOP's for county tax and financial operations and record protection during emergency events
- 4) Coordinate damage assessment teams conducting field surveys and ensure teams are properly trained and equipped. Forward assessments to the WCEOC to be sent to NCEM EBO
- 5) Provide property tax information assistance for county residents at Disaster Assistance Centers
- 6) Assist the Command Staff in prioritizing repairs and restoration of affected facilities during the recovery period
- 7) Revise property tax records to reflect damage to privately owned property

#### Wayne County Public School Districts

- 1) Develop, maintain and revise as needed SOP's for the safety and protection of students, faculty and other personnel during emergency events
- 2) Coordinate evacuation and transportation operations for students during emergency events
- 3) Provide support personnel, equipment and facilities as necessary
- 4) Provide support personnel to the WCEOC during emergency events, if requested
- 5) Provide school facilities for temporary shelters and medical treatment facilities, as needed, and develop Memorandums of Understanding for use of these facilities
- 6) Plan for the transportation of county resident in an emergency event to include those without transportation, elderly, handicapped and other special needs populations
- 7) Maintain schools transportation resources and provide for the refueling of those resources

when necessary

- 8) During recovery periods, acquire effective damage assessments on school properties and report all damages to the WCEOC

#### Wayne County Emergency Medical Services

- 1) Develop, maintain and revise as needed SOP's for mass casualty activities
- 2) Plan for the coordination of ambulance and medical services throughout the county during emergency events
- 3) Identify equipment and personnel limitation and develop mutual aid agreements for the procurement of needed resources during an emergency event
- 4) Coordinate with area hospitals concerning the receipt of mass casualties
- 5) Coordinate with home health care agencies for the need for transporting their patients
- 6) Coordinate with DSS to determine emergency transportation needs for special needs populations
- 7) Coordinate with the Incident Command Post to provide triage services
- 8) Review procedures for recovery, identification, registration, and disposition of deceased and review the next of kin notification process
- 9) Coordinate with funeral homes, pathologists, dentists, and other health care professionals as needed
- 10) Support traffic control and movement operations if needed
- 11) Establish liaison with medical facilities and coordinate with receiving facilities, maintain field communications with other response groups
- 12) Supplement medical resources in shelters
- 13) Maintain a casualty tracking system

#### Wayne County Information Technology

- 1) Develop, maintain and revise as needed SOP's for IT operations during an emergency event
- 2) Provide equipment and technical support during WCEOC activations
- 3) Provide support personnel during emergency events as requested
- 4) Identify equipment and manpower limitations and develop mutual aid agreements and/or memorandums of understanding for the procurement of needed resources during an emergency event
- 5) Maintain emergency equipment for deployment during emergency events
- 6) Maintain the integrity of networks systems and provide for the restoration of equipment and/or networks during an emergency event

#### Wayne County Volunteer Fire Departments

- 1) Assist law enforcement with the dissemination of warnings of impending disaster or emergency situations
- 2) Provide support personnel to assist in traffic control
- 3) Provide direction and control during hazardous material events
- 4) Provide fire protection for shelters, mass care facilities, vital facilities, and evacuated areas

- 5) Conduct fire inspections during recovery operations
- 6) Assist in search and rescue operations during emergency events
- 7) Identify equipment and manpower limitations and develop mutual aid agreements and/or memorandums of understanding for the procurement of needed resources during an emergency event
- 8) Coordinate firefighting activities with the WCEOC during emergency events
- 9) Designate staging areas for mutual aid force responding from outside the county
- 10) Alert all emergency support services to dangers associated with hazardous material events
- 11) Support the evacuation of special institutions, handicapped, disabled, or other special needs populations
- 12) Provide for the extraction and rescue of victims during emergency events

#### Goldsboro Wayne Transit Authority

- 1) Develop, maintain and revise as needed transportation operations during emergency events
- 2) Identify equipment and manpower limitations and develop mutual aid agreements and/or memorandums of understanding for the procurement of needed resources during an emergency event
- 3) Coordinate with the WCEOC for evacuation and/or transportation needs during an emergency event
- 4) Provide personnel and equipment for county employees considered vital for emergency operations
- 5) Provide personnel and equipment for county citizen that need transportation
- 6) Coordinate with DSS and the Health Department to identify the transportation needs of vulnerable populations

#### Wayne County Geographical Information System

- 1) Develop, maintain and revise as needed GIS support operations for emergency events
- 2) Coordinate with the WCEOC is tracking road closures, downed trees, down power lines, and other storm related damage that could potentially hinder emergency vehicles and/or emergency supplies
- 3) Coordinate with the county PIO for the release of public information related to evacuation routes, shelter locations, and roadways closures

#### Private Sector

The private sector may take on many different roles to include, but not limited to:

- Private owners of critical infrastructure (either a facility that could be impacted by a disaster event or used as a resources).
- A response organizations (i.e. private ambulance services, environmental clean-up services, industry specific technical support, etc.)

- A regulated or responsible party: owner operators of certain regulated facilities may have responsibility under law to prepare for and prevent incidents from occurring (i.e. prisons, mental health institutions, etc.)
- A local emergency organization member

The private sector has the responsibility to:

- Plan for personal and business disaster preparedness, mitigation, response, and recovery
- Have knowledge of local emergency response plans and procedures
- Implement protective actions as requested or required by Wayne County and/or the Emergency Management Coordinator

## **Section V – Direction, Control and Coordination**

### **Purpose**

This section outlines the direction and control procedures for emergency operations and identifies the personnel, facilities and resources which will be utilized in the coordinated response activities.

### **Situation**

Many hazards exist within or near Wayne County, which have the potential to cause a disaster of such magnitude as to warrant the centralization of the direction and control function in order to conduct effective and efficient emergency operations.

Municipalities within the county may exercise independent direction and control of their own emergency resources. Additional resources may be sent to the municipalities upon request. Request for state and/or federal government assistance will be directed to the Wayne County Emergency Operations Center. The WCEOC may be activated, to include representatives from agencies and/or departments assigned primary responsibilities in this plan, if one or more of the following situations occurs:

- 1) Imminent threat to public health and/or public safety
- 2) Extensive multi-agency/jurisdiction response and coordination are necessary to resolve or recover from the emergency situation
- 3) Local resources are inadequate or are depleted and significant mutual aid, state and/or federal resources must be utilized to resolve the emergency event
- 4) The emergency event affects multiple political jurisdictions within the county which are relying on the same emergency resources to resolve the emergency event
- 5) Local emergency ordinances are implemented to control the emergency event

The Wayne County Emergency Operations Center, located at 134 North John Street, Goldsboro, serves as the central direction and control point for county wide emergency response activities.

### **Assumptions**

Most municipalities within the county would not dispatch a representative to the WCEOC, but would maintain communications with the WCEOC via phone, radio, and/or e-mail.

Municipalities would act in unity with the county on such issues as proclamations, security, evacuations, reentry, recovery, and public information on the protection of life and property.

## **Concept of Operations**

### **General**

Most of the routine emergency events within the county are directed by a single agency with direction and control being exercised by the senior on-scene officer. When two (2) or more agencies respond, the response is done in accordance with local ordinance, policies, procedures, and agreements. Response forces within the county should utilize the Incident Command System.

Municipalities within Wayne County will normally exercise independent direction and control of their resources, outside resources committed to the jurisdiction by the WCEOC, and resources secured through existing mutual aid agreements with other municipalities.

Prior to the activation of the WCEOC, requests for state and/or federal assistance will be directed to the Office of Emergency Services' Office of Emergency Management for coordination with North Carolina Emergency Management's Eastern Branch Office.

The type of event and the magnitude of the emergency will have a bearing as to when the WCEOC will be activated. Officials may elect to activate the WCEOC under one or all of the following conditions:

- 1) Local resources are inadequate or are depleted and significant resources from outside the county must be utilized in the response
- 2) The emergency event affects large areas of the county and various areas are relying on the same response resources, therefore mandating prior authorization and/or prioritization of response resources
- 3) The public health and/or safety of the county is threatened to such an extent that it will be necessary for multiple departments and agencies to respond to the event in a coordinated manner

Whenever the WCEOC is activated or activation becomes imminent, the Emergency Management Coordinator will notify WCEOC personnel and the NCEM EBO. Additionally, the EMC is charged with carrying out all administrative decisions in regards to proper operational procedures of the WCEOC. Existing SOP's will be utilized within the WCEOC to manage operations and the dispatching of resources.

### **Specific**

Personnel assigned or responding to the WCEOC will normally be assigned duties in one of the two following groups:

#### **The Command Staff:**

- Chairperson of the Board of County Commissioners
- County Manager

- Emergency Management Coordinator
- Fire Marshal
- 9-1-1 Communications Manager
- 9-1-1 Data Base Manager

Support Groups:

- Department of Social Services
- Emergency Medical Services
- Emergency Operations Center Call Takers
- Facility Services
- Finance Department
- Geographical Information Systems
- Goldsboro Wayne Transit Authority
- Health Department
- Information Technology
- Inspections Department
- Public Affairs
- Sheriff's Office
- Solid Waste
- Tax Office
- Volunteer Fire Departments
- Other departments as deemed necessary for a specific event

These groups are support by departmental administrative and clerical staff as well as agencies and/or departments not under county control but that operated within the county or be called in to assist in an emergency event.

- Faith Based Organizations
- Federal Emergency Management Agency
- Municipal Fire Departments
- Municipal Law Enforcement
- Municipal Public Information Officers
- NC Department of Transportation
- NC Emergency Management
- NC National Guard
- NC State Highway Patrol
- Seymour Johnson Air Force Base
- Volunteer Organizations



## **Section VI – Information Collection, Analysis and Dissemination**

Information collection, analysis and dissemination is vital to the successful response to and recovery from any emergency event. The types of information needed during an emergency event can change depending on the nature of the event. The following are certain types of information that are generally required, the sources of the information and any specific times the information is need. Note that this list is not all inclusive.

### **Damage Assessments**

- Conducted by emergency responders in the field
- Compiled by the WCEOC and the Finance Department
- Initial assessments should be completed within 24 hours after an emergency event has occurred
- Final assessments should be completed within 72 hours after an emergency event has occurred
- Initial and final assessments should be forwarded to NCEM EBO by the WCEOC

### **Incident Action Plans**

- Complete by WCEOC staff
- Contains operational goals for the operational period
- Reviewed and amended at the start of every operational period

### **Shelter Populations**

- Completed by the Shelter Group
- Information needed for operations, planning, logistics, and/or finance objectives

### **Weather Updates**

- Completed by the Emergency Management Coordinator
- Information gathered from local sources, NCEM, and/or the National Weather Service
- Information need for operations, planning and logistics

### **Law Enforcement Sensitive Information**

- Completed by the Law Enforcement Group
- Information is made available on a “need to know” basis as determined by the individual law enforcement agency

## **Section VII - Communications**

Communications is a critical component to any emergency event. This EOP works to enable interoperable communications between responders, the WCEOC, County Leadership, municipalities, and other organizations or individuals needing information. The Wayne County Office of Emergency Services' 9-1-1 Communications Center is the party having overall responsibility for the communications aspect of the county's response.

Communications during an emergency event will follow standard departmental protocol and procedures. Should the event require the activation of the WCEOC, non-emergency phone lines will be transferred from the 9-1-1 Communications Center to the WCEOC to allow the 9-1-1 Communications Center to focus solely on emergency traffic while the WCEOC handles calls for services that are less urgent in nature.

Individuals within the WCEOC will use the following means of communications with responders in the field:

- Cell phones
- Radios
- E-mail

Communications from the WCEOC to the field will follow the above priority list. Cell phone should be the first line of communications to reduce the amount of radio traffic flowing into the 9-1-1 Communications Center. Should cell phones be inoperable during an emergency event, the Communications Manager will consult with OES to determine the best course of actions in regards to radio communications.

If necessary, NC Emergency Management can be contacted and VIPER channels can be obtained from the NC State Highway Patrol or NC Emergency Management.

## **Section VIII – Administration, Finance and Logistics**

The Logistics Section is responsible for acquiring, collecting and moving county and donated resources to enhance the response to and the recovery from an emergency event. They are also responsible for establishing and maintaining communications and data processing capabilities within the WCEOC and for developing and maintaining facilities required to support emergency operations. Additionally, the Logistics Section coordinated military support to emergency responders and disaster recovery efforts. It contracts for and purchases goods and services necessary for county response to and recovery from disaster and emergencies. At full activation, the Logistics Section positions must be occupied 24 hours per day.

The Finance Section is responsible for processing invoices and assuring prompt payment for goods and services necessary to support emergency response and disaster recovery efforts. In addition, the Finance Section is responsible for documenting all disaster related costs and projecting county funding requirements. At full activation, the Finance Section must be operational for approximately 12 hours per day.

### **Mutual Aid Agreements and Memorandums of Understanding**

In the event that an emergency depletes or stretches county resources, Mutual Aid Agreements (MAA) and/or Memorandums of Understanding (MOU) are in place to assist with response and recovery. Wayne County has MAA's and/or MOU's with the following entities:

Duke Energy – MOU

SJAFB – MAA

WorkSource East – MAA

State of North Carolina – MAA

Jones County - MAA

## **Section IX – Plan Development and Maintenance**

Drafting an emergency plan is a community effort and relies heavily on Wayne County administrators and experts to provide comprehensive guidance on hazard analysis, exercise design, evacuation planning, emergency management, mitigation, recovery, preparedness, and educational awareness.

County, municipal, public, and private organizations share responsibility for safeguarding the public's health and safety. It is essential that the response and recovery activities of all parties to be fully integrated. This plan has been developed and coordinated with all participating organizations and it provides for the integrated response and recovery activities. This allows each organization to have a clear understanding of its roles and responsibilities during emergency events.

The Office of Emergency Services' Office of Emergency Management is the responsible party for the maintenance and updating of the Wayne County Emergency Operations Plan. This plan will be reviewed annually and updated as needed. The County Manager mandates that annual review of this plan by all officials involved and will coordinate necessary revision efforts through the Office of Emergency Services. Approval and adoption of this plan by the Wayne County Board of County Commissioners will be done every four (4) years.

The Emergency Management Coordinator will coordinate with each county department and/or agency to ensure the development and maintenance of appropriate emergency response capabilities. Each department and/or agencies is responsible for keeping applicable portions of the plan, together with any annexes and appendices, accurate and up to date.

All readers are invited to submit recommended changes to this plan. Changes should be justified and keyed to sections and page numbers. Recommended changes should be made in the form of substitute language and forwarded to:

Wayne County Office of Emergency Services  
Attn: Emergency Management Coordinator  
134 N. John St.  
Goldsboro, NC 27530

Any changes to the plan will be published and distributed as necessary.

### **Legal Immunities and Liabilities**

Several provisions in NCGS 166A 14 and 15, the North Carolina Emergency Management Act, provide for the protection of individuals involved in training for and conducting emergency operations. Questions pertaining to these matters should be referred to NCGS 166A – Part 7 Immunity and Liability and/or legal counsel.

### Maintenance

The EOP's maintenance is the responsibility of the Emergency Management Coordinator. Updates and changes to the EOP should be made during the annual review and the Emergency Management Coordinator will collaborate with County Leadership and Legal Office in determining if a change requires the approval of the Board of County Commissioners.

### Cancellation

This plan supersedes all previous Wayne County Emergency Operations Plans. All previous editions of this plan should be removed and discarded properly. Please note that the WCEOP contains sensitive information and all emergency plans should be discarded in accordance with organizational policies regarding the disposal of sensitive information.

### Exercise and Training

Trained and knowledgeable personnel are essential for the prompt and proper execution of the Wayne County EOP and sub-plans. OES will ensure that all response personnel have a thorough understanding of their assigned responsibilities during an emergency event, as well as how their roles and responsibilities interface with other response components. All personnel will be provided with the necessary training to execute those responsibilities in an effective and responsible manner.

Training will be based on federal and state guidance. Instructors will be selected from Wayne County government officials and staff, state and federal governments, private industry, the military, and volunteer groups trained in emergency services and response. All training and exercises conducted in Wayne County will be documented. Training needs will be identified and records maintained for all personnel assigned emergency response duties during a disaster.

OES will work with community stakeholders to develop, plan and conduct table top, functional and/or full-scale exercises annually. These exercises will be designed to not only test the EOP and sub-plans, but to train all appropriate officials, emergency response personnel, Wayne County employees, and improve the overall emergency response organization and capability of Wayne County. Quasi-public and volunteer groups and/or agencies will be encouraged to participate. Deficiencies identified by the exercise will be addressed immediately.

## **Section X – Authorities and References**

- 1) Actions taken during emergency events require that legal guidelines be followed in order to assure and ensure protection of the public
- 2) Verbal and written mutual aid agreements exist between some agencies and departments within the county
- 3) Agencies tasked with responsibilities in the EOP are responsible for the development of SOP's and guidelines to implement their particular function. Additionally, they are responsible for providing copies of these documents to OES' EMC for inclusions in the EOP

### **Selective References**

- 1) Federal
  - a. Civil Defense Act of 1950, as amended
  - b. OSHA 1910.120
  - c. Emergency Planning and Community Right to Know Act – SARA Title II
  - d. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended by Public Law 100-77
  - e. Oil Spill Prevention Act of 1990
- 2) State
  - a. NCGS 166-A, North Carolina Emergency Management Act
  - b. North Carolina Oil Spill Act
  - c. North Carolina Executive Order Number 73
  - d. North Carolina Community Right to Know
- 3) Local
  - a. Wayne County Emergency Management Ordinances
  - b. Declaration of a State of Emergency
  - c. Termination of a State of Emergency
  - d. Local Emergency Planning Committee By-laws
  - e. Mutual Aid Agreement for Fire and Rescue
  - f. Mutual Aid Agreement with Municipalities

# Appendices

## **Appendix A – Glossary of Terms**

### **Amateur Radio Emergency Services**

A public services organizations of licensed amateur radio operators who have voluntarily registered their qualifications and equipment to provide emergency communications for public service events as needed.

### **American Red Cross**

A humanitarian organization, led by volunteers, that provides relief to victims of disaster and helps prevent, prepare for and respond to emergencies. It does this through services that are consistent with its Congressional Charter and the Principles of the International Red Cross Movement.

### **Command Section**

One of the functional areas of the Incident Command Systems. The function of command is to direct, control or order resources, including people and equipment, to the best possible advantage.

### **Command Post**

The location at which primary command functions are executed, usually collocated with the Incident Base. Also referred to as the Incident Command Post.

### **Comprehensive Resource Management**

Maximizes the use of available resources, consolidates like resources and reduces the communications load on Incident Command Operations.

### **Coordination**

The process of systemically analyzing a situation, developing relevant information and informing appropriate personnel of viable alternatives for selecting the most effective combination of available resources to meet specific objectives.

### **Decontamination**

The process of making people, objects or areas safe by absorbing, destroying, neutralizing, making harmless, or removing any hazardous materials (HazMat).

### **Emergency**

Any occurrence, or threat, whether natural or man-made, which results or may result in substantial injury or harm to the populations or substantial damage to or loss of property or natural resources and may involve governmental action beyond that authorized or contemplated by existing law because governmental inaction for the period required to amend the law to meet the exigency would work immediate and irrevocable harm upon the citizens or the environment of the County or clearly defined portion or portions thereof.

### **Emergency/Disaster/Incident**

An event that demands a crisis response beyond the scope of any single line agency or service and that presents a threat to a community or larger area. An emergency/disaster/incident is



usually an event that can be controlled within the scope of local capabilities, a major emergency/disaster/incident usually requires resources beyond what is available locally.

#### Emergency Alert System (EAS)

A network of broadcast stations interconnecting facilities authorized by the Federal Communications Commission (FCC) to operate in a controlled manner to warn and inform the public of needed protective actions in the event of a disaster or emergency situation.

#### Emergency Operations Center (EOC)

A facility from which government directs and controls its emergency operations. Where information about the status of emergency events is officially collected, assimilated and reported on and where coordination among response agencies takes place and where outside support is requested from.

#### Emergency Operations Plan (EOP)

A document which provides for a preplanned and coordinated response in the event of an emergency or disaster situation.

#### Emergency Management (EM)

The preparation for and the carrying out of functions (other than functions for which military forces are primarily responsible) to prevent, minimize and repair injury and damage resulting from natural or manmade disasters. These functions include fire-fighting, law enforcement, medical and health, rescue, warning, engineering, communications, evacuations, resource management, plant protection, restorations of public utility services, and other functions related to preserving the public health, safety and welfare.

#### Emergency Support Function (ESF)

A functional area of response activity established to facilitate the delivery of Federal assistance required during the immediate response phase of an emergency event to save lives, protect property and public health and to maintain public safety.

#### Exercise

An activity designed to promote emergency preparedness; test or evaluate emergency operations plans, procedures and/or facilities; train personnel in emergency response duties, and demonstrate operational capability. There are three (3) specific types of exercises: tabletop, functional, and full scale.

#### Evacuation

Assisting people move from the path or threat of a disaster to an area of relative safety.

#### Federal Disaster Assistance

Aid to disaster victims and/or state and local governments by federal agencies under the provisions of the Robert T. Stafford Relief and Emergency Assistance Act (PL 93-288).

### Geographic Information System (GIS)

A computer systems capable of assembling, storing, manipulating, and displaying geographically referenced information, i.e. data identified according to their locations.

### Hazardous Materials

Substances or materials which may pose unreasonable risks to health, safety, property, or the environment when used, transported, stored or disposed of, which may include materials which are solid, liquid or gas. Hazardous materials may include toxic substances, flammable and ignitable materials, explosives, or corrosive materials and radioactive materials.

### Hazardous Materials Emergency Response Plan

This plan was developed in response to the requirements of Section 303(a) of the Emergency Planning and Community Right-to-Know Act (Title II) of the Superfund Amendment and Reauthorizations Act of 1986. It is intended to be a tool for community's use in recognizing the risks of a hazardous material release, in evaluating the preparedness for such an event and in the planning of the response and recovery actions. This plan is separate from the Emergency Operations Plan.

### Incident Command System

A model for disaster response that uses common terminology, modular organizations, integrated communications, unified command structure, action planning, manageable span or control, pre-designed facilities, and comprehensive resources management. In ICS, there are five (5) functional elements: Command, Operations, Logistics, Planning, and Finance/Administration.

### Incident Commander

The individual responsible for the management of incident operations.

### Initial Damage Assessment Report

A report that provides information regarding overall damage to public and private property, thereby providing a basis for emergency declaration and/or disaster assistance.

### Integrated Communications Plan

This plan coordinates the use of available communication means and establishes frequency assignments for certain functions.

### Local Emergency

The condition declared by the local governing body when, in its judgement, the threat of actual occurrence of a disaster is or threatens to be of sufficient severity and magnitude to warrant coordinated local governmental actions to prevent, or alleviate, loss of life, property damage, or hardship. Only the Governor, upon petition of a local governing body, may declare a local emergency arising wholly or substantially out of a resource shortage when he deems the situation to be of sufficient magnitude to warrant coordinated local government action to prevent or alleviate the hardship or suffering threatened or caused thereby.

### Local Emergency Planning Committee

Appointed representatives of local government, private industry, businesses, environmental groups, and emergency response organizations responsible for ensuring that the hazardous materials planning requirements of the Superfund Amendments and Reauthorization Act of 1986 (SARA Title II) are complied with.

### Mitigation

Activities that actually eliminate or reduce the chance occurrence of the effects of a disaster. Examples of mitigation measures include, but are not limited to, the development of zoning laws and land use ordinances, State building code provisions, regulations and licensing for handling and storage of hazardous materials, and the inspection and enforcement of such ordinance, codes and regulations.

### Mobile Crisis Unit

A field response vehicle staffed and operated by mental health professionals specially trained in crisis interventions. The Mobile Crisis Unit is available to provide on-scene crisis interventions to incident victims and for follow up work with victims and formal Critical Incident Stress Debriefing for service providers after the incident has been brought under control.

### Mutual Aid Agreement (MAA)

A written agreement between agencies and/or jurisdictions in which they agree to assist one another, upon request, by furnishing personnel and/or equipment in an emergency situation.

### National Response Framework (NRF)

A guide to how the Nations conducts all-hazard response. It is built upon a scalable, flexible and adaptable coordinating structures to align key roles and responsibilities across the Nations.

### National Weather Service (NWS)

The federal agency which provides localized weather information to the population and during weather related emergencies, to state and local emergency management officials.

### Preparedness

The development of plans to ensure the most effective and efficient response to a disaster or emergency. Preparedness activities are designed to help save lives and minimize damage by preparing people to respond appropriately when an emergency is imminent. Preparedness also includes establishing training, exercises and resources necessary to achieve readiness for all hazards, including Weapons of Mass Destruction incidents.

### Presidential Declaration

A Presidential Declaration frees up various sources of assistance from the Federal government based on the nature of the request from the Governor.

### Primary Agency

While several County departments will be performing varied and critical tasks during a disaster, in most cases only one agency will be considered the “primary agency.” The primary agency shall be responsible for detailed planning, testing and evaluation of their respective emergency

support functions. The Department Director of the primary agency shall serve as the principle advisor to County Leadership during the response and recovery phase. In addition, the Department Director or the primary agency must assure that essential operations of the agency will continue, unless otherwise directed by County Leadership.

#### Regional Information Coordination Center

The center facilitates communications and coordination among local, state and federal government authorities to ensure an effective and timely response to regional emergencies and incidents, including coordination of decision making regarding events such as closing, early release of employees, evacuations, transportation decisions, health responses, etc.

#### Situation Report

A form, which is completed at the end of each day of local EOC operations, which provides the County with an official daily summary of the status of an emergency and of the local emergency response. A copy should be submitted to NCEM EBO via WebEOC.

#### Span of Control

As defined in the Incident Command System, Span of Control is the number of subordinates one supervisor can manage effectively. Guidelines for the desirable span of control recommend three (3) to seven (7) persons. The optimal number of subordinates is five (5) for one (1) supervisor.

#### State of Emergency

The condition declared by the Governor when a threatened or actual disaster in any part of the State is of sufficient severity and magnitude to warrant disaster assistance by the State to supplement local efforts to prevent or alleviate loss of life and/or property damage.

#### Superfund Amendments and Reauthorization Act of 1986

Established Federal regulations for the handling of hazardous materials.

#### Unified Command

Shared responsibility for overall incident management as a result of a multi-jurisdictional or multi-agency incident. In the event of conflicting priorities or goals, or when resources are scarce, there must be a clear line of authority for decision making. Agencies contribute to unified command by determining overall goals and objectives, jointly planning for tactical activities, conducting integrated tactical operations and maximizing the use of all assigned resources.

#### Weapons of Mass Destruction

Any explosive, incendiary or poison gas, bomb, grenade, rocket having a propellant charge of more than four (4) ounces, or a missile having an explosive incendiary charge of more than 0.25 ounces, or mine or device similar to the above; poison gas; weapon involving a disease organisms; or weapons that is designed to release radiation or radioactivity at a level dangerous to human life. (18 USC 2332a as referenced in 18 USC 921).

## **Appendix B – List of Acronyms**

|       |   |
|-------|---|
| CERT  | Community Emergency Response Team               |
| CFO   | Chief Financial Officer                         |
| CR    | Community Relations                             |
| DHS   | Department of Homeland Security                 |
| DRC   | Disaster Recovery Center                        |
| DRM   | Disaster Recovery Manager                       |
| EAS   | Emergency Alert System                          |
| EMC   | Emergency Management Coordinator                |
| EOC   | Emergency Operations Center                     |
| ESF   | Emergency Support Function                      |
| EPA   | Environmental Protection Agency                 |
| FBI   | Federal Bureau of Investigations                |
| FCO   | Federal Coordinating Officer                    |
| FEMA  | Federal Emergency Management Agency             |
| ICS   | Incident Command System                         |
| JIC   | Joint Information Center                        |
| JFO   | Joint Field Office                              |
| MAA   | Mutual Aid Agreement                            |
| MOA   | Memorandum of Agreement                         |
| MOU   | Memorandum of Understanding                     |
| NIMS  | National Incident Management System             |
| NOAA  | National Oceanic and Atmospheric Administration |
| NRC   | Nuclear Regulatory Commission                   |
| NRP   | National Response Framework                     |
| NWS   | National Weather Service                        |
| PIO   | Public Information Officer                      |
| POC   | Point of Contact                                |
| SAR   | Search and Rescue                               |
| SOP   | Standard Operating Procedure                    |
| USACE | U.S. Army Corps of Engineers                    |
| USCG  | U.S. Coast Guard                                |
| USDA  | U.S. Department of Agriculture                  |
| VOAD  | Volunteer Organizations Active in Disaster      |
| WCEOP | Wayne County Emergency Operations Plan          |
| WCEOC | Wayne County Emergency Operations Center        |
| WCESF | Wayne County Emergency Response Function        |

## **Appendix C – Authorities and References**

### **Federal**

- Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended
- The Homeland Security Act
- National Response Framework
- Local and Tribal NIMS Integration: Integrating the National Incident Management System into Local and Tribal Emergency Operations Plans and Standard Operating Procedures, V.1, Department of Homeland Security

### **State**

- North Carolina Emergency Management Operations Plan
- North Carolina Coastal Regional Evacuation and Shelter Plan
- North Carolina State Highway Patrol Evacuation Plan
- NCGS 166.A North Carolina Emergency Management Act
- NCGS 14-288.1, Article 36A – Riots and Civil Disorders

### **Appendix D – Matrix of Responsibilities**

|  |         |         |         |         |         |         |         |         |         |          |          |          |          |          |          |
|--|---------|---------|---------|---------|---------|---------|---------|---------|---------|----------|----------|----------|----------|----------|----------|
| P = Primary Agency<br>S = Support Agency | WCSEF#1 | WCSEF#2 | WCSEF#3 | WCSEF#4 | WCSEF#5 | WCSEF#6 | WCSEF#7 | WCSEF#8 | WCSEF#9 | WCSEF#10 | WCSEF#11 | WCSEF#12 | WCSEF#13 | WCSEF#14 | WCSEF#15 |
| GWTA                                     | P       |         |         |         |         | S       |         |         |         |          |          | S        |          |          |          |
| Board of Elections                       | S       |         |         |         |         |         |         |         |         |          |          |          |          |          |          |
| WCOES                                    | S       | S       | P       | S       | P       | S       | P       | S       | S       | S        | S        | P        | S        | S        | S        |
| 9-1-1 Center                             |         | P       |         |         |         |         |         |         |         |          |          |          |          |          |          |
| Sheriff's Office                         |         | S       |         |         |         |         | S       |         | P       | S        |          |          | P        |          |          |
| NCSHP                                    |         | S       |         |         |         |         | S       |         | S       | S        | S        |          | S        |          |          |
| WCVFD                                    |         | S       | S       | S       |         |         |         |         | S       | S        |          |          |          |          |          |
| WCIT                                     |         | S       |         |         |         |         |         |         |         |          |          |          |          |          |          |
| Wireless Carriers                        |         | S       |         |         |         |         |         |         |         |          |          |          |          |          |          |
| Television Stations                      |         | S       |         |         |         |         |         |         |         |          |          |          |          |          | S        |
| Solid Waste Mgmt.                        |         |         | S       | S       |         |         | S       |         |         | S        |          |          |          |          |          |
| Building Inspections                     |         |         | S       |         |         |         | S       |         |         |          |          |          |          |          |          |
| Planning & Zoning                        |         |         | S       |         | S       |         |         |         |         |          |          |          |          |          |          |
| Local Public Works                       |         |         |         |         |         |         |         |         |         |          |          | S        |          |          |          |
| Local Public Safety                      |         | S       |         | S       |         |         | S       |         | S       | S        | S        |          | S        |          | S        |
| Private Utilities                        |         |         | S       |         |         |         |         |         |         |          |          | S        |          |          |          |
| Local Fire Depts.                        |         |         |         | S       |         |         |         |         |         |          |          |          |          |          |          |
| NC Div. of Forestry                      |         |         |         | S       |         |         |         |         |         |          |          |          |          |          |          |
| Information Resources                    |         |         |         |         | S       |         |         |         |         |          |          |          |          |          |          |
| Dept. Social Services                    |         |         |         |         |         | P       |         |         |         |          |          |          |          |          | S        |
| G.I.S.                                   |         |         |         |         | S       |         |         |         |         |          |          |          |          |          |          |
| Health Department                        |         |         |         |         |         | S       |         | P       |         |          | S        |          |          |          | S        |
| UNC Wayne Health                         |         |         |         |         |         | S       |         | S       |         |          |          |          |          |          |          |
| WCPDS                                    |         |         |         |         |         | S       |         |         |         |          |          |          |          |          | S        |
| EMS                                      |         |         |         |         |         | S       |         | S       |         |          |          |          |          |          |          |
| Finance                                  |         |         |         |         |         |         | S       |         |         |          |          |          |          |          |          |
| Tax Office                               |         |         |         |         |         |         | S       |         |         |          |          |          |          |          |          |
| NCDEM                                    |         |         |         |         | S       |         | S       |         |         |          |          |          |          |          |          |
| Salvation Army                           |         |         |         |         |         | S       | S       | S       |         |          |          |          |          |          |          |
| United Way                               |         |         |         |         |         |         | S       | S       |         |          |          |          |          |          |          |
| Red Cross                                |         |         |         |         |         | S       | S       | S       |         |          |          |          |          |          |          |
| NCNG                                     |         |         |         |         |         |         | S       |         |         |          |          |          |          |          |          |
| SJAFB                                    |         |         |         |         |         |         | S       |         |         | S        |          |          |          |          |          |
| Medical Examiner                         |         |         |         |         |         |         |         | S       |         |          |          |          |          |          |          |
| NC Environ. Protect.                     |         |         |         |         |         |         |         |         |         | S        |          |          |          |          |          |





## **Appendix E – Succession of Authority**

Continuity of Government is critical to the successful execution of emergency operations. Therefore, the following lines of succession are specified in anticipation of any contingency, which might result in the unavailability of the ranking member of the administrative hierarchy.

### **Line of Succession**

- 1) The Board of County Commissioners proceeds from the Chairman to the Vice-Chairman and then to the members of the Board in accordance with Board policy.
- 2) Departments and Agencies – All departments and agencies within departments must establish lines of succession in accordance with laws governing their organizations
- 3) Each department/agency is responsible for the preservation of essential documents/records to ensure the continued operational readiness of their agencies and to comply with existing laws.
- 4) Vital Facilities – Several categories of vital facilities have been identified during the planning process. These facilities have been identified as being critical to remain in service during times of disaster. These categories include the following:
  - a. Shelters
  - b. Medical Facilities
  - c. Communications
  - d. Electrical Distribution Points
  - e. Water Distribution Points
  - f. Waste Water Components
  - g. Landfill Sites
  - h. Correctional Facilities
- 5) Delegation of Emergency Authority
  - a. NCGS 166.A NC Emergency Management Act
    - i. This act establishes the authority of the Governor, State agencies and local governments in mitigation of, preparation for, response to, and recovery from natural and/or man-made disasters or hostile military action.
  - b. NCGS 14.288 Riots and Civil Disorders
    - i. This act establishes the authority of State and local governments to respond to rioting and civil disorder
  - c. NCGS 115C-242 Use of North Carolina School Buses
    - i. This act establishes the authority to use North Carolina school buses for emergency management purposes during disasters declared in accordance with NCGS 166.A
- 6) Vital Records – The Register of Deeds is primarily responsible for maintaining health, birth/death, land, criminal, tax, licensing, legal, utility system maps, fire departments, public works, and any other records necessary for continuing government functions. Each department of local and municipal government is responsible for establishing its own records retention program in accordance with the laws governing that department.
- 7) Each agency/organization within the structure of local government should establish its own record protection program. Those records deemed essential for continuing government functions should be identified and procedures should be established for their

protection, such as duplicate copies in a separate locations and/or the use of safe and secure storage facilities. Provisions should be made for the continued operations of automated data processing system and records

- 8) Protection of Government Resources – Emergency management resources, facilities and personnel are sufficiently dispersed and located to ensure relative survivability during a disaster. Local governments should have plans in place to safeguard key personnel, facilities and general resources. Jurisdictions along flood plain areas should apply procedure to the 100-year flood plan. School buses should be parked in safe areas and supplies or essential equipment should be located in varied locations to prevent inadvertent loss. Key personnel should be trained in periodic exercises to become familiar with their emergency role.

More information may be obtained from the Wayne County Continuity of Operations Plan

## **Appendix F – NCGS 166.A – North Carolina Emergency Management Act**

### Article 1A.

#### North Carolina Emergency Management Act.

##### Part 1. General Provisions.

#### **§ 166A-19. Short title.**

This Article may be cited as "North Carolina Emergency Management Act." (1977, c. 848, s. 2; 1979, 2nd Sess., c. 1310, s. 2; 1995, c. 509, s. 120; 2012-12, s. 1(b).)

#### **§ 166A-19.1. Purposes.**

The purposes of this Article are to set forth the authority and responsibility of the Governor, State agencies, and local governments in prevention of, preparation for, response to, and recovery from natural or man-made emergencies or hostile military or paramilitary action and to do the following:

- (1) Reduce vulnerability of people and property of this State to damage, injury, and loss of life and property.
- (2) Prepare for prompt and efficient rescue, care, and treatment of threatened or affected persons.
- (3) Provide for the rapid and orderly rehabilitation of persons and restoration of property.
- (4) Provide for cooperation and coordination of activities relating to emergency mitigation, preparedness, response, and recovery among agencies and officials of this State and with similar agencies and officials of other states, with local and federal governments, with interstate organizations, and with other private and quasi-official organizations. (1959, c. 337, s. 1; 1975, c. 734, s. 1; 1977, c. 848, s. 2; 1995, c. 509, s. 121; 2012-12, s. 1(b).)

#### **§ 166A-19.2. Limitations.**

Nothing in this Article shall be construed to do any of the following:

- (1) Interfere with dissemination of news or comment on public affairs; but any communications facility or organization, including, but not limited to, radio and television stations, wire services, and newspapers may be requested to transmit or print public service messages furnishing information or instructions in connection with an emergency, disaster, or war.
- (2) Limit, modify, or abridge the authority of the Governor to declare martial law or exercise any other powers vested in the Governor under the North Carolina Constitution, statutes, or common law of this State independent of, or in conjunction with, any provisions of this Article. (1975, c. 734, s. 2; 1977, c. 848, s. 2; 1995, c. 509, s. 122; 2012-12, s. 1(b).)

#### **§ 166A-19.3. Definitions.**

The following definitions apply in this Article:

- (1) Repealed by Session Laws 2015-241, s. 6.19(c), effective July 1, 2015.
- (2) Chair of the board of county commissioners. - The chair of the board of county commissioners or, in case of the chair's absence or disability, the person authorized to act in the chair's stead. Unless the governing body of the county

has specified who is to act in lieu of the chair with respect to a particular power or duty set out in this Article, this term shall mean the person generally authorized to act in lieu of the chair.

- (3) Disaster declaration. - A gubernatorial declaration that the impact or anticipated impact of an emergency constitutes a disaster of one of the types enumerated in G.S. 166A-19.21(b).
- (4) Division. - The Division of Emergency Management established in Subpart A of Part 5 of Article 13 of Chapter 143B of the General Statutes.
- (5) Eligible entity. - Any political subdivision. The term also includes an owner or operator of a private nonprofit utility that meets the eligibility criteria set out in this Article.
- (6) Emergency. - An occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or man-made accidental, military, paramilitary, terrorism, weather-related, public health, explosion-related, riot-related cause, or technological failure or accident, including, but not limited to, a cyber incident, an explosion, a transportation accident, a radiological accident, or a chemical or other hazardous material incident.
- (7) Emergency area. - The geographical area covered by a state of emergency.
- (8) Emergency management. - Those measures taken by the populace and governments at federal, State, and local levels to minimize the adverse effect of any type emergency, which includes the never-ending preparedness cycle of planning, prevention, mitigation, warning, movement, shelter, emergency assistance, and recovery.
- (9) Emergency management agency. - A State or local governmental agency charged with coordination of all emergency management activities for its jurisdiction.
- (10) Hazard risk management. - The systematic application of policies, practices, and resources to the identification, assessment, and control of risk associated with hazards affecting human health and safety and property. Hazard, risk, and cost-benefit analysis are used to support development of risk reduction options, program objectives, and prioritization of issues and resources.
- (11) Mayor. - The mayor or other chief executive official of a municipality or, in case of that person's absence or disability, the person authorized to act in that person's stead. Unless the governing body of the municipality has specified who is to act in lieu of the mayor with respect to a particular power or duty set out in this Article, the term shall mean the person generally authorized to act in lieu of the mayor.
- (12) Political subdivision. - Counties and incorporated cities, towns, and villages.
- (13) Preliminary damage assessment. - The initial estimate prepared by State, local, or federal emergency management workers used to determine the severity and magnitude of damage caused by an emergency.
- (14) Private nonprofit utility. - A utility that would be eligible for federal public assistance disaster funds pursuant to 44 C.F.R. Part 206.
- (15) Secretary. - The Secretary of the Department of Public Safety.

- (16) Stafford Act. - The Robert T. Stafford Disaster Relief and Emergency Assistance Act, Pub. L. No. 93-288, 88 Stat. 143, codified generally at 42 U.S.C. § 5121, et seq., as amended.
- (17) State Acquisition and Relocation Fund. - State funding for supplemental grants to homeowners participating in a federal Hazard Mitigation Grant Program Acquisition and Relocation Program. These grants are used to acquire safe, decent, and sanitary housing by paying the difference between the cost of the home acquired under the federal Hazard Mitigation Grant Program Acquisition and Relocation Program and the cost of a comparable home located outside the 100-year floodplain.
- (17a) State Emergency Response and Disaster Relief Fund. - The fund established in G.S. 166A-19.42.
- (18) State Emergency Response Team. - The representative group of State agency personnel designated to carry out the emergency management support functions identified in the North Carolina Emergency Operations Plan. The State Emergency Response Team leader shall be the Director of the Division, who shall have authority to manage the Team pursuant to G.S. 166A-19.12(1), as delegated by the Governor. The Team shall consist of the following State agencies:
  - a. Department of Public Safety.
  - b. Department of Transportation.
  - c. Department of Health and Human Services.
  - d. Department of Environmental Quality.
  - e. Department of Agriculture and Consumer Services.
  - f. Any other agency identified in the North Carolina Emergency Operations Plan.
- (19) State of emergency. - A finding and declaration by any of the following authorities that an emergency exists:
  - a. The Governor, acting under the authority of G.S. 166A-19.20.
  - b. The General Assembly, acting under the authority of G.S. 166A-19.20.
  - c. The governing body of a municipality or the mayor of a municipality, acting under the authority of G.S. 166A-19.22.
  - d. The governing body of a county or the chair of the board of commissioners of a county, acting under the authority of G.S. 166A-19.22. (1951, c. 1016, s. 2; 1953, c. 1099, s. 1; 1955, c. 387, s. 1; 1975, c. 734, ss. 4-6, 14; 1977, c. 848, s. 2; 1979, 2nd Sess., c. 1310, s. 2; 1995, c. 509, s. 123; 2001-214, s. 1; 2006-66, ss. 6.5(c), (d); 2009-193, ss. 1, 2; 2009-397, s. 2; 2012-12, s. 1(b); 2012-90, s. 10; 2015-241, ss. 6.19(c), 14.30(u); 2016-87, s. 5.)

**§ 166A-19.4:** Reserved for future codification purposes.

**§ 166A-19.5:** Reserved for future codification purposes.

**§ 166A-19.6:** Reserved for future codification purposes.

§ 166A-19.7: Reserved for future codification purposes.

§ 166A-19.8: Reserved for future codification purposes.

§ 166A-19.9: Reserved for future codification purposes.

## Part 2. State Emergency Management.

### § 166A-19.10. Powers of the Governor.

(a) State Emergency Management Program. - The State Emergency Management Program includes all aspects of preparations for, response to, recovery from, and mitigation against war or peacetime emergencies.

(b) Powers of the Governor. - The Governor is authorized and empowered to do the following:

- (1) To exercise general direction and control of the State Emergency Management Program and to be responsible for carrying out the provisions of this Article, other than those provisions that confer powers and duties exclusively on local governments.
- (2) To make, amend, or rescind the necessary orders, rules, and regulations within the limits of the authority conferred upon the Governor herein, with due consideration of the policies of the federal government.
- (3) To delegate any authority vested in the Governor under this Article and to provide for the subdelegation of any such authority.
- (4) To cooperate and coordinate with the President and the heads of the departments and agencies of the federal government, and with other appropriate federal officers and agencies, and with the officers and agencies of other states and local units of government in matters pertaining to the emergency management of the State and nation.
- (5) To enter into agreements with the American National Red Cross, Salvation Army, Mennonite Disaster Service, and other disaster relief organizations.
- (6) To make, amend, or rescind mutual aid agreements in accordance with G.S. 166A-19.72.
- (7) To utilize the services, equipment, supplies, and facilities of existing departments, offices, and agencies of the State and of the political subdivisions thereof. The officers and personnel of all such departments, offices, and agencies are required to cooperate with and extend such services and facilities to the Governor upon request. This authority shall extend to a state of emergency declared pursuant to G.S. 166A-19.20, to the imminent threat of an emergency that will likely require an emergency to be declared pursuant to G.S. 166A-19.20, or to emergency management planning and training purposes.
- (8) To agree, when required to obtain federal assistance in debris removal, that the State will indemnify the federal government against any claim arising from the removal of the debris.
- (9) To sell, lend, lease, give, transfer, or deliver materials or perform services for emergency purposes on such terms and conditions as may be prescribed by any existing law, and to account to the State Treasurer for any funds received for such property.

- (10) In an emergency, or when requested by the governing body of a political subdivision in the State, to assume operational control over all or any part of the emergency management functions within this State. (1951, c. 1016, ss. 3, 9; 1953, c. 1099, s. 3; 1955, c. 387, ss. 2, 3, 5; 1957, c. 950, s. 5; 1975, c. 734, ss. 9, 10, 14, 16; 1977, c. 848, s. 2; 1979, 2nd Sess., c. 1310, s. 2; 1995, c. 509, s. 124; 2001-214, s. 2; 2002-179, s. 12; 2009-192, s. 1; 2009-193, s. 3; 2009-196, s. 1; 2009-225, s. 1; 2011-145, s. 19.1(g); 2012-12, s. 1(b).)

**§ 166A-19.11. Powers of the Secretary of Public Safety.**

The Secretary shall be responsible to the Governor for State emergency management activities. The Secretary shall have the following powers and duties as delegated by the Governor:

- (1) To activate the State and local plans applicable to the areas in question and to authorize and direct the deployment and use of any personnel and forces to which the plan or plans apply, and the use or distribution of any supplies, equipment, materials, and facilities available pursuant to this Article or any other provision of law.
- (2) To adopt the rules to implement those provisions of this Article that deal with matters other than those that are exclusively local.
- (3) To develop a system to produce a preliminary damage assessment from which the Secretary will recommend the appropriate level of disaster declaration to the Governor. The system shall, at a minimum, consider whether the damage involved and its effects are of such a severity and magnitude as to be beyond the response capabilities of the local government or political subdivision.
- (4) Additional authority, duties, and responsibilities as may be prescribed by the Governor. The Secretary may subdelegate his authority to the appropriate member of the Secretary's department. (1951, c. 1016, ss. 3, 9; 1953, c. 1099, s. 3; 1955, c. 387, ss. 2, 3, 5; 1957, c. 950, s. 5; 1975, c. 734, ss. 9, 10, 14, 16; 1977, c. 848, s. 2; 1979, 2nd Sess., c. 1310, s. 2; 1995, c. 509, s. 124; 2001-214, s. 2; 2002-179, s. 12; 2009-192, s. 1; 2009-193, s. 3; 2009-196, s. 1; 2009-225, s. 1; 2011-145, s. 19.1(g); 2012-12, s. 1(b).)

**§ 166A-19.12. Powers of the Division of Emergency Management.**

The Division of Emergency Management shall have the following powers and duties as delegated by the Governor and Secretary of Public Safety:

- (1) Coordination of the activities of all State agencies for emergency management within the State, including planning, organizing, staffing, equipping, training, testing, and activating and managing the State Emergency Response Team and emergency management programs.
- (2) Preparation and maintenance of State plans for emergencies. The State plans or any parts thereof may be incorporated into department regulations and into executive orders of the Governor.
- (3) Coordination with the State Health Director to amend or revise the North Carolina Emergency Operations Plan regarding public health matters. At a minimum, the revisions to the Plan shall provide for the following:
  - a. The epidemiologic investigation of a known or suspected threat caused by nuclear, biological, or chemical agents.

- b. The examination and testing of persons and animals that may have been exposed to a nuclear, biological, or chemical agent.
  - c. The procurement and allocation of immunizing agents and prophylactic antibiotics.
  - d. The allocation of the Strategic National Stockpile.
  - e. The appropriate conditions for quarantine and isolation in order to prevent further transmission of disease.
  - f. Immunization procedures.
  - g. The issuance of guidelines for prophylaxis and treatment of exposed and affected persons.
- (4) Establishment of a voluntary model registry for use by political subdivisions in identifying functionally and medically fragile persons in need of assistance during an emergency. All records, data, information, correspondence, and communications relating to the registration of persons with special needs or of functionally and medically fragile persons obtained pursuant to this subdivision are confidential and are not a public record pursuant to G.S. 132-1 or any other applicable statute, except that this information shall be available to emergency response agencies, as determined by the local emergency management director. This information shall be used only for the purposes set forth in this subdivision.
  - (5) Promulgation of standards and requirements for local plans and programs consistent with federal and State laws and regulations, determination of eligibility for State financial assistance provided for in G.S. 166A-19.15, and provision of technical assistance to local governments. Standards and requirements for local plans and programs promulgated under this subdivision shall be reviewed by the Division at least biennially and updated as necessary.
  - (6) Development and presentation of training programs, including the Emergency Management Certification Program established under Article 5 of this Chapter, and public information programs to insure the furnishing of adequately trained personnel and an informed public in time of need.
  - (7) Making of such studies and surveys of the resources in this State as may be necessary to ascertain the capabilities of the State for emergency management, maintaining data on these resources, and planning for the most efficient use thereof.
  - (8) Coordination of the use of any private facilities, services, and property.
  - (9) Preparation for issuance by the Governor of executive orders, declarations, and regulations as necessary or appropriate.
  - (10) Cooperation and maintenance of liaison with the other states, the federal government, and any public or private agency or entity in achieving any purpose of this Article and in implementing programs for emergency or war prevention, preparation, response, and recovery.
  - (11) Making recommendations, as appropriate, for zoning, building, and other land-use controls, and safety measures for securing mobile homes or other nonpermanent or semipermanent works designed to protect against or mitigate the effects of an emergency.
  - (12) Coordination of the use of existing means of communications and supplementing communications resources and integrating them into a



comprehensive State or State-federal telecommunications or other communications system or network.

- (13) Administration of federal and State grant funds provided for emergency management purposes, including those funds provided for planning and preparedness activities by emergency management agencies.
- (14) Serving as the lead State agency for the coordination of information and resources for hazard risk management, which shall include the following responsibilities:
  - a. Coordinating with other State agencies and county governments in conducting hazard risk analysis. To the extent another State agency has primary responsibility for the adoption of hazard mitigation standards, those standards shall be applied in conducting a hazard risk analysis.
  - b. Establishing and maintaining a hazard risk management information system and tools to display natural hazards and vulnerabilities and conducting risk assessment.
  - c. Acquiring and leveraging all natural hazard data generated or maintained by State agencies and county governments.
  - d. Acquiring and leveraging all vulnerability data generated or maintained by State agencies and county governments.
  - e. Maintaining a clearinghouse for methodologies and metrics for calculating and communicating hazard probability and loss estimation.
- (15) Utilizing and maintaining technology that enables efficient and effective communication and management of resources between political subdivisions, State agencies, and other governmental entities involved in emergency management activities.
- (16) Establishing and operating a 24-hour Operations Center to serve as a single point of contact for local governments to report the occurrence of emergency and disaster events and to coordinate local and State response assets. The Division shall record all telephone calls to the 24-hour Operations Center emergency hotline and shall maintain the recording of each telephone call for at least one year.
- (17) Developing, maintaining, and implementing plans for response to any emergency occurring at a fixed nuclear power generating facility located in or near the borders of the State of North Carolina.
- (18) Maintaining the State Emergency Operations Center as the facility to house the State Emergency Response Team whenever it is activated for disaster response.
- (19) Serving as the agency responsible for the management of intrastate and interstate mutual aid planning, implementation, and resource procurement necessary for supporting emergency response and recovery.
- (20) Coordination with the Commissioner of Agriculture, or the Commissioner's designee, to amend or revise the North Carolina Emergency Operations Plan regarding agricultural matters. At a minimum, the revisions to the Plan shall provide for the following:
  - a. The examination and testing of animals that may have been exposed to a nuclear, biological, or chemical agent.

- b. The appropriate conditions for quarantine and isolation of animals in order to prevent further transmission of disease.
- (21) Maintenance of an effective statewide urban search and rescue program.
- (22) Serving as the lead State agency for the implementation and maintenance of the statewide School Risk and Response Management System (SRRMS) under G.S. 115C-105.49A. (1951, c. 1016, ss. 3, 9; 1953, c. 1099, s. 3; 1955, c. 387, ss. 2, 3, 5; 1957, c. 950, s. 5; 1975, c. 734, ss. 9, 10, 14, 16; 1977, c. 848, s. 2; 1979, 2nd Sess., c. 1310, s. 2; 1995, c. 509, s. 124; 2001-214, s. 2; 2002-179, s. 12; 2009-192, s. 1; 2009-193, s. 3; 2009-196, s. 1; 2009-225, s. 1; 2011-145, s. 19.1(g); 2012-12, s. 1(b); 2012-90, ss. 11, 12; 2014-27, s. 3; 2014-122, s. 6(c); 2015-241, s. 8.26(j).)

§ 66A-19.13: Reserved for future codification purposes.

§ 66A-19.14: Reserved for future codification purposes.

### Part 3. Local Emergency Management.

#### § 166A-19.15. County and municipal emergency management.

(a) Governing Body of Counties Responsible for Emergency Management. - The governing body of each county is responsible for emergency management within the geographical limits of such county. All emergency management efforts within the county will be coordinated by the county, including activities of the municipalities within the county.

(b) Counties May Establish and Maintain Emergency Management Agencies. - The governing body of each county is hereby authorized to establish and maintain an emergency management agency for the purposes contained in G.S. 166A-19.1. The governing body of each county which establishes an emergency management agency pursuant to this authorization shall appoint a coordinator who will have a direct responsibility for the organization, administration, and operation of the county program and will be subject to the direction and guidance of such governing body. In the event that any county fails to establish an emergency management agency, and the Governor, in the Governor's discretion, determines that a need exists for such an emergency management agency, then the Governor is hereby empowered to establish an emergency management agency within that county.

(c) Municipalities May Establish and Maintain Emergency Management Agencies. - All incorporated municipalities are authorized to establish and maintain emergency management agencies subject to coordination by the county.

(d) Joint Agencies Authorized. - Counties and incorporated municipalities are authorized to form joint emergency management agencies composed of a county and one or more municipalities within the county's borders, between two or more counties, or between two or more counties and one or more municipalities within the borders of those counties.

(e) Local Appropriations Authorized. - Each county and incorporated municipality in this State is authorized to make appropriations for the purposes of this Article and to fund them by levy of property taxes pursuant to G.S. 153A-149 and G.S. 160A-209 and by the allocation of other revenues, use of which is not otherwise restricted by law.

(f) Additional Powers. - In carrying out the provisions of this Article each political subdivision is authorized to do the following:

- (1) To appropriate and expend funds, make contracts, obtain and distribute equipment, materials, and supplies for emergency management purposes and to provide for the health and safety of persons and property, including emergency assistance, consistent with this Article.
- (2) To direct and coordinate the development of emergency management plans and programs in accordance with the policies and standards set by the Division, consistent with federal and State laws and regulations.
- (3) To assign and make available all available resources for emergency management purposes for service within or outside of the physical limits of the subdivision.
- (4) To delegate powers in a local state of emergency declared pursuant to G.S. 166A-19.22.
- (5) To coordinate the voluntary registration of functionally and medically fragile persons in need of assistance during an emergency either through a registry established by this subdivision or by the State. All records, data, information, correspondence, and communications relating to the registration of persons with special needs or of functionally and medically fragile persons obtained pursuant to this subdivision are confidential and are not a public record pursuant to G.S. 132-1 or any other applicable statute, except that this information shall be available to emergency response agencies, as determined by the local emergency management director. This information shall be used only for the purposes set forth in this subdivision.

(g) **County Eligibility for State and Federal Financial Assistance.** - Each county which establishes an emergency management agency pursuant to State standards and which meets requirements for local plans and programs may be eligible to receive State and federal financial assistance, including State and federal funding appropriated for emergency management planning and preparedness, and for the maintenance and operation of a county emergency management program. Such financial assistance is subject to an appropriation being made for this purpose. Where the appropriation does not allocate appropriated funds among counties, the amount allocated to each county shall be determined annually by the Division. The size of this allocation shall be based in part on the degree to which local plans and programs meet State standards and requirements promulgated by the Division, including those relating to professional competencies of local emergency management personnel. However, in making an allocation determination, the Division shall, where appropriate, take into account the fact that a particular county may lack sufficient resources to meet the standards and requirements promulgated by the Division. (1951, c. 1016, s. 6; 1953, c. 1099, s. 4; 1957, c. 950, s. 2; 1959, c. 337, s. 5; 1973, c. 620, s. 9; 1975, c. 734, ss. 12, 14, 16; 1977, c. 848, s. 2; 1979, 2nd Sess., c. 1310, s. 2; 1995, c. 509, ss. 126, 127; 2009-196, s. 2; 2009-225, s. 2; 2012-12, s. 1(b).)

**§ 166A-19.16:** Reserved for future codification purposes.

**§ 166A-19.17:** Reserved for future codification purposes.

**§ 166A-19.18:** Reserved for future codification purposes.

**§ 166A-19.19:** Reserved for future codification purposes.

Part 4. Declarations of State of Emergency.

**§ 166A-19.20. Gubernatorial or legislative declaration of state of emergency.**

(a) Declaration. - A state of emergency may be declared by the Governor or by a resolution of the General Assembly, if either of these finds that an emergency exists.

(b) Emergency Area. - An executive order or resolution declaring a state of emergency shall include a definition of the area constituting the emergency area.

(c) Expiration of States of Emergency. - A state of emergency declared pursuant to this section shall expire when it is rescinded by the authority that issued it.

(d) Exercise of Powers Not Contingent on Declaration of Disaster Type. - Once a state of emergency has been declared pursuant to this section, the fact that a declaration of disaster type has not been issued shall not preclude the exercise of powers otherwise conferred during a state of emergency. (1951, c. 1016, s. 4; 1955, c. 387, s. 4; 1959, c. 284, s. 2; c. 337, s. 4; 1975, c. 734, ss. 11, 14; 1977, c. 848, s. 2; 1979, 2nd Sess., c. 1310, s. 2; 1993, c. 321, s. 181(a); 1995, c. 509, s. 125; 2001-214, s. 3; 2011-145, s. 19.1(g); 2011-183, s. 127(c); 2012-12, s. 1(b).)

**§ 166A-19.21. Gubernatorial disaster declaration.**

(a) Preliminary Damage Assessment. - When a state of emergency is declared pursuant to G.S. 166A-19.20, the Secretary shall provide the Governor and the General Assembly with a preliminary damage assessment as soon as the assessment is available.

(b) Declaration of Disaster. - Upon receipt of a preliminary damage assessment, the Governor is authorized to issue a disaster declaration declaring the impact or anticipated impact of the emergency to constitute a disaster of one of the following types:

- (1) Type I disaster. - A Type I disaster may be declared by the Governor prior to, and independently of, any action taken by the Small Business Administration, the Federal Emergency Management Agency, or any other federal agency, if all of the following criteria are met:
  - a. A local state of emergency has been declared pursuant to G.S. 166A-19.22 and a written copy of the declaration has been forwarded to the Governor.
  - b. The preliminary damage assessment meets or exceeds the criteria established for the Small Business Administration Disaster Loan Program pursuant to 13 C.F.R. Part 123 or meets or exceeds the State infrastructure criteria set out in G.S. 166A-19.41(b)(2)a.
  - c. A major disaster declaration by the President of the United States pursuant to the Stafford Act has not been declared.
- (2) Type II disaster. - A Type II disaster may be declared if the President of the United States has issued a major disaster declaration pursuant to the Stafford Act. The Governor may request federal disaster assistance under the Stafford Act without making a Type II disaster declaration.
- (3) Type III disaster. - A Type III disaster may be declared if the President of the United States has issued a major disaster declaration under the Stafford Act and either of the following is true:
  - a. The preliminary damage assessment indicates that the extent of damage is reasonably expected to meet the threshold established for an increased

federal share of disaster assistance under applicable federal law and regulations.

- b. The preliminary damage assessment prompts the Governor to call a special session of the General Assembly to establish programs to meet the unmet needs of individuals, businesses, or political subdivisions affected by the emergency.
- (c) Expiration of Disaster Declarations. -
  - (1) Expiration of Type I disaster declarations. - A Type I disaster declaration shall expire 60 days after its issuance unless renewed by the Governor or the General Assembly. Such renewals may be made in increments of 30 days each, not to exceed a total of 120 days from the date of first issuance. The Joint Legislative Commission on Governmental Operations shall be notified prior to the issuance of any renewal of a Type I disaster declaration.
  - (2) Expiration of Type II disaster declarations. - A Type II disaster declaration shall expire twelve months after its issuance unless renewed by the Governor or the General Assembly. Such renewals may be made in increments of three months each. A Type II disaster declaration and any renewals of that declaration shall not exceed a total of 24 months. The Joint Legislative Commission on Governmental Operations shall be notified prior to the issuance of any renewal of a Type II disaster declaration.
  - (3) Expiration of Type III disaster declarations. - A Type III disaster declaration shall expire 24 months after its issuance unless renewed by the General Assembly.
  - (4) Expiration of disaster declarations declared prior to July 1, 2001. - Any state of disaster declared or proclaimed before July 1, 2001, irrespective of type, shall terminate by a declaration of the Governor or resolution of the General Assembly. A declaration or resolution declaring or terminating a state of disaster shall be disseminated promptly by means calculated to bring its contents to the attention of the general public and, unless the circumstances attendant upon the disaster prevent or impede, promptly filed with the Secretary, the Secretary of State, and the clerks of superior court in the area to which it applies.
- (d) Effect of Disaster Declaration Expiration. - Expiration of a Type II or III disaster declaration shall not affect the State's obligations under federal-State agreements entered into prior to the expiration of the disaster declaration. (1951, c. 1016, s. 4; 1955, c. 387, s. 4; 1959, c. 284, s. 2; c. 337, s. 4; 1975, c. 734, ss. 11, 14; 1977, c. 848, s. 2; 1979, 2nd Sess., c. 1310, s. 2; 1993, c. 321, s. 181(a); 1995, c. 509, s. 125; 2001-214, s. 3; 2011-145, s. 19.1(g); 2011-183, s. 127(c); 2012-12, s. 1(b); 2012-90, ss. 7, 8.)

**§ 166A-19.22. Municipal or county declaration of state of emergency.**

(a) Declaration. - A state of emergency may be declared by the governing body of a municipality or county, if either of these finds that an emergency exists. Authority to declare a state of emergency under this section may also be delegated by ordinance to the mayor of a municipality or to the chair of the board of county commissioners of a county.

(b) Emergency Area. - The emergency area shall be determined in accordance with the following:

- (1) Unless another subdivision of this subsection is applicable, the emergency area shall not exceed the area over which the municipality or county has jurisdiction to enact general police-power ordinances. The governing body declaring the state of emergency may declare that the emergency area includes part or all of the governing body's jurisdiction. Unless the governing body declaring the state of emergency provides otherwise, the emergency area includes this entire jurisdiction, subject to the limitations contained in the other subdivisions in this subsection.
- (2) The emergency area of a state of emergency declared by a county shall not include any area within the corporate limits of any municipality, or within any area of the county over which a municipality has jurisdiction to enact general police-power ordinances, unless the municipality's governing body or mayor consents to or requests the state of emergency's application. Such an extension may be with respect to one or more of the prohibitions and restrictions imposed in that county pursuant to the authority granted in G.S. 166A-19.31 and need not be with respect to all prohibitions and restrictions authorized by that section.
- (3) The board of commissioners or chair of the board of commissioners of any county who has been requested to do so by a mayor may by declaration extend the emergency area of a state of emergency declared by a municipality to any area within the county in which the board or chair determines it to be necessary to assist in the controlling of the emergency within the municipality. The extension may be with respect to one or more of the prohibitions and restrictions imposed in that mayor's municipality pursuant to the authority granted in G.S. 166A-19.31 and need not be with respect to all prohibitions and restrictions authorized by that section. Extension of the emergency area pursuant to this subdivision shall be subject to the following additional limitations:
  - a. The extension of the emergency area shall not include any area within the corporate limits of a municipality, or within any area of the county over which a municipality has jurisdiction to enact general police-power ordinances, unless the mayor or governing body of that other municipality consents to its application.
  - b. A chair of a board of county commissioners extending the emergency area under the authority of this subdivision shall take reasonable steps to give notice of its terms to those likely to be affected.
  - c. The chair of the board of commissioners shall declare the termination of any prohibitions and restrictions extended pursuant to this subdivision upon the earlier of the following:
    1. The chair's determination that they are no longer necessary.
    2. The determination of the board of county commissioners that they are no longer necessary.
    3. The termination of the prohibitions and restrictions within the municipality.
  - d. The powers authorized under this subdivision may be exercised whether or not the county has enacted ordinances under the authority of G.S. 166A-19.31. Exercise of this authority shall not preclude the imposition

of prohibitions and restrictions under any ordinances enacted by the county under the authority of G.S. 166A-19.31.

(c) Expiration of States of Emergency. - Unless an ordinance adopted pursuant to G.S. 166A-19.31 provides otherwise, a state of emergency declared pursuant to this section shall expire when it is terminated by the official or governing body that declared it.

(d) Effect of Declaration. - The declaration of a state of emergency pursuant to this section shall activate the local ordinances authorized in G.S. 166A-19.31 and any and all applicable local plans, mutual assistance compacts, and agreements and shall also authorize the furnishing of assistance thereunder. (Former G.S. 14-288.13: 1969, c. 869, s. 1; 1993, c. 539, s. 195; 1994, Ex. Sess., c. 24, s. 14(c). Former G.S. 14-288.14: 1969, c. 869, s. 1; 1993, c. 539, s. 196; 1994, Ex. Sess., c. 14, s. 7; c. 24, s. 14(c). Former G.S. 166A-8: 1951, c. 1016, s. 6; 1953, c. 1099, s. 4; 1957, c. 950, s. 2; 1959, c. 337, s. 5; 1973, c. 620, s. 9; 1975, c. 734, ss. 12, 14, 16; 1977, c. 848, s. 2; 2012-12, s. 1(b).)

**§ 166A-19.23. Excessive pricing prohibitions.**

A declaration issued pursuant to this Article shall trigger the prohibitions against excessive pricing during states of disaster, states of emergency, or abnormal market disruptions pursuant to G.S. 75-37 and G.S. 75-38. (2012-12, s. 1(b).)

**§ 166A-19.24:** Reserved for future codification purposes.

**§ 166A-19.25:** Reserved for future codification purposes.

**§ 166A-19.26:** Reserved for future codification purposes.

**§ 166A-19.27:** Reserved for future codification purposes.

**§ 166A-19.28:** Reserved for future codification purposes.

**§ 166A-19.29:** Reserved for future codification purposes.

**Part 5. Additional Powers During States of Emergency.**

**§ 166A-19.30. Additional powers of the Governor during state of emergency.**

(a) In addition to any other powers conferred upon the Governor by law, during a gubernatorially or legislatively declared state of emergency, the Governor shall have the following powers:

- (1) To utilize all available State resources as reasonably necessary to cope with an emergency, including the transfer and direction of personnel or functions of State agencies or units thereof for the purpose of performing or facilitating emergency services.
- (2) To take such action and give such directions to State and local law enforcement officers and agencies as may be reasonable and necessary for the purpose of securing compliance with the provisions of this Article and with the orders, rules, and regulations made pursuant thereto.
- (3) To take steps to assure that measures, including the installation of public utilities, are taken when necessary to qualify for temporary housing assistance

from the federal government when that assistance is required to protect the public health, welfare, and safety.

- (4) Subject to the provisions of the State Constitution to relieve any public official having administrative responsibilities under this Article of such responsibilities for willful failure to obey an order, rule, or regulation adopted pursuant to this Article.
  - (5) Through issuance of an executive order to waive requirements for an environmental document or permit issued under Articles 1, 4, and 7 of Chapter 113A of the General Statutes for the repair, protection, safety enhancement, or replacement of a component of the State highway system that provides the sole road access to an incorporated municipality or an unincorporated inhabited area bordering the Atlantic Ocean or any coastal sound where bridge or road conditions as a result of the events leading to the declaration of the state of emergency pose a substantial risk to public health, safety, or welfare. The executive order shall list the duration of the waiver and the activities to which the waiver applies. For purposes of this subdivision, "coastal sound" shall have the definition set forth in G.S. 113A-103, and "replacement" shall not be interpreted to exclude a replacement that increases size or capacity or that is located in a different location than the component that is replaced.
- (b) During a gubernatorially or legislatively declared state of emergency, with the concurrence of the Council of State, the Governor has the following powers:
- (1) To direct and compel the evacuation of all or part of the population from any stricken or threatened area within the State, to prescribe routes, modes of transportation, and destinations in connection with evacuation; and to control ingress and egress of an emergency area, the movement of persons within the area, and the occupancy of premises therein.
  - (2) To establish a system of economic controls over all resources, materials, and services to include food, clothing, shelter, fuel, rents, and wages, including the administration and enforcement of any rationing, price freezing, or similar federal order or regulation.
  - (3) To regulate and control the flow of vehicular and pedestrian traffic, the congregation of persons in public places or buildings, lights and noises of all kinds, and the maintenance, extension, and operation of public utility and transportation services and facilities.
  - (4) To waive a provision of any regulation or ordinance of a State agency or a political subdivision which restricts the immediate relief of human suffering.
  - (5) To perform and exercise such other functions, powers, and duties as are necessary to promote and secure the safety and protection of the civilian population.
  - (6) To appoint or remove an executive head of any State agency or institution, the executive head of which is regularly selected by a State board or commission.
    - a. Such an acting executive head will serve during the following:
      1. The physical or mental incapacity of the regular office holder, as determined by the Governor after such inquiry as the Governor deems appropriate.
      2. The continued absence of the regular holder of the office.



3. A vacancy in the office pending selection of a new executive head.
- b. An acting executive head of a State agency or institution appointed in accordance with this subdivision may perform any act and exercise any power which a regularly selected holder of such office could lawfully perform and exercise.
- c. All powers granted to an acting executive head of a State agency or institution under this section shall expire immediately:
  1. Upon the termination of the incapacity as determined by the Governor of the officer in whose stead the Governor acts;
  2. Upon the return of the officer in whose stead the Governor acts; or
  3. Upon the selection and qualification of a person to serve for the unexpired term, or the selection of an acting executive head of the agency or institution by the board or commission authorized to make such selection, and the person's qualification.
- (7) To procure, by purchase, condemnation, seizure, or by other means to construct, lease, transport, store, maintain, renovate, or distribute materials and facilities for emergency management without regard to the limitation of any existing law.

(c) In addition to any other powers conferred upon the Governor by law, during a gubernatorially or legislatively declared state of emergency, if the Governor determines that local control of the emergency is insufficient to assure adequate protection for lives and property because (i) needed control cannot be imposed locally because local authorities responsible for preservation of the public peace have not enacted appropriate ordinances or issued appropriate declarations as authorized by G.S. 166A-19.31; (ii) local authorities have not taken implementing steps under such ordinances or declarations, if enacted or declared, for effectual control of the emergency that has arisen; (iii) the area in which the emergency exists has spread across local jurisdictional boundaries, and the legal control measures of the jurisdictions are conflicting or uncoordinated to the extent that efforts to protect life and property are, or unquestionably will be, severely hampered; or (iv) the scale of the emergency is so great that it exceeds the capability of local authorities to cope with it, the Governor has the following powers:

- (1) To impose by declaration prohibitions and restrictions in the emergency area. These prohibitions and restrictions may, in the Governor's discretion, as appropriate to deal with the emergency, impose any of the types of prohibitions and restrictions enumerated in G.S. 166A-19.31(b), and may amend or rescind any prohibitions and restrictions imposed by local authorities. Prohibitions and restrictions imposed pursuant to this subdivision shall take effect in accordance with the provisions of G.S. 166A-19.31(d) and shall expire upon the earliest occurrence of either of the following: (i) the prohibition or restriction is terminated by the Governor or (ii) the state of emergency is terminated.
- (2) Give to all participating State and local agencies and officers such directions as may be necessary to assure coordination among them. These directions may include the designation of the officer or agency responsible for directing and controlling the participation of all public agencies and officers in the emergency. The Governor may make this designation in any manner which, in

the Governor's discretion, seems most likely to be effective. Any law enforcement officer participating in the control of a state of emergency in which the Governor is exercising control under this section shall have the same power and authority as a sheriff throughout the territory to which the law enforcement officer is assigned.

(d) Violation. - Any person who violates any provision of a declaration or executive order issued pursuant to this section shall be guilty of a Class 2 misdemeanor in accordance with G.S. 14-288.20A. (Former G.S. 14-288.15: 1969, c. 869, s. 1; 1993, c. 539, s. 197; 1994, Ex. Sess., c. 24, s. 14(c). Former G.S. 166A-6: 1951, c. 1016, s. 4; 1955, c. 387, s. 4; 1959, c. 284, s. 2; c. 337, s. 4; 1975, c. 734, ss. 11, 14; 1977, c. 848, s. 2; 1979, 2nd Sess., c. 1310, s. 2; 1993, c. 321, s. 181(a); 1995, c. 509, s. 125; 2001-214, s. 3; 2011-145, s. 19.1(g); 2011-183, s. 127(c); 2012-90, s. 1; 2012-12, s. 1(b); 2014-100, s. 14.7(i).)

**§ 166A-19.31. Power of municipalities and counties to enact ordinances to deal with states of emergency.**

(a) Authority to Enact Prohibitions and Restrictions. - The governing body of any municipality or county may enact ordinances designed to permit the imposition of prohibitions and restrictions within the emergency area during a state of emergency declared pursuant to G.S. 166A-19.22. Authority to impose by declaration prohibitions and restrictions under this section, and to impose those prohibitions and restrictions at a particular time as appropriate, may be delegated by ordinance to the mayor of a municipality or to the chair of the board of county commissioners of a county.

(b) Type of Prohibitions and Restrictions Authorized. - The ordinances authorized by this section may permit prohibitions and restrictions:

- (1) Of movements of people in public places, including imposing a curfew; directing and compelling the voluntary or mandatory evacuation of all or part of the population from any stricken or threatened area within the governing body's jurisdiction; prescribing routes, modes of transportation, and destinations in connection with evacuation; and controlling ingress and egress of an emergency area, and the movement of persons within the area.
- (2) Of the operation of offices, business establishments, and other places to or from which people may travel or at which they may congregate.
- (3) Upon the possession, transportation, sale, purchase, and consumption of alcoholic beverages.
- (4) Upon the possession, transportation, sale, purchase, storage, and use of gasoline, and dangerous weapons and substances, except that this subdivision does not authorize prohibitions or restrictions on lawfully possessed firearms or ammunition. As used in this subdivision, the term "dangerous weapons and substances" has the same meaning as it does under G.S. 14-288.1. As used in this subdivision, the term "firearm" has the same meaning as it does under G.S. 14-409.39(2).
- (5) Upon other activities or conditions the control of which may be reasonably necessary to maintain order and protect lives or property during the state of emergency.

The ordinances authorized by this section need not require or provide for the imposition of all of the types of prohibitions or restrictions, or any particular prohibition or restriction, authorized by

this section during an emergency but may instead authorize the official or officials who impose those prohibitions or restrictions to determine and impose the prohibitions or restrictions deemed necessary or suitable to a particular state of emergency.

(c) **When Ordinances Take Effect.** - Notwithstanding any other provision of law, whether general or special, relating to the promulgation or publication of ordinances by any municipality or county, upon the declaration of a state of emergency by the mayor or chair of the board of county commissioners within the municipality or the county, any ordinance enacted under the authority of this section shall take effect immediately unless the ordinance sets a later time. If the effect of this section is to cause an ordinance to go into effect sooner than it otherwise could under the law applicable to the municipality or county, the mayor or chair of the board of county commissioners, as the case may be, shall take steps to cause reports of the substance of the ordinance to be disseminated in a fashion that its substance will likely be communicated to the public in general, or to those who may be particularly affected by the ordinance if it does not affect the public generally. As soon as practicable thereafter, appropriate distribution or publication of the full text of any such ordinance shall be made.

(d) **When Prohibitions and Restrictions Take Effect.** - All prohibitions and restrictions imposed by declaration pursuant to ordinances adopted under this section shall take effect in the emergency area immediately upon publication of the declaration unless the declaration sets a later time. For the purpose of requiring compliance, publication may consist of reports of the substance of the prohibitions and restrictions in the mass communications media serving the emergency area or other effective methods of disseminating the necessary information quickly. As soon as practicable, however, appropriate distribution of the full text of any declaration shall be made. This subsection shall not be governed by the provisions of G.S. 1-597.

(e) **Expiration of Prohibitions and Restrictions.** - Prohibitions and restrictions imposed pursuant to this section shall expire upon the earliest occurrence of any of the following:

- (1) The prohibition or restriction is terminated by the official or entity that imposed the prohibition or restriction.
- (2) The state of emergency terminates.

(f) **Intent to Supplement Other Authority.** - This section is intended to supplement and confirm the powers conferred by G.S. 153A-121(a), G.S. 160A-174(a), and all other general and local laws authorizing municipalities and counties to enact ordinances for the protection of the public health and safety in times of riot or other grave civil disturbance or emergency.

(g) **Previously Enacted Ordinances Remain in Effect.** - Any ordinance of a type authorized by this section promulgated prior to October 1, 2012, if otherwise valid, continue in full force and effect without reenactment.

(h) **Violation.** - Any person who violates any provision of an ordinance or a declaration enacted or declared pursuant to this section shall be guilty of a Class 2 misdemeanor in accordance with G.S. 14-288.20A. (Former G.S. 14-288.12: 1969, c. 869, s. 1; 1981, c. 412, s. 4(4); c. 747, s. 66; 1989, c. 770, s. 2; 1993, c. 539, s. 194; 1994, Ex. Sess., c. 24, s. 14(c); 2009-146, s. 1. Former G.S. 14-288.13: 1969, c. 869, s. 1; 1993, c. 539, s. 195; 1994, Ex. Sess., c. 24, s. 14(c). Former G.S. 14-288.16: 1969, c. 869, s. 1. Former G.S. 14-288.17: 1969, c. 869, s. 1. 2012-12, s. 1(b).)

**§ 166A-19.32:** Reserved for future codification purposes.

**§ 166A-19.33:** Reserved for future codification purposes.

§ 166A-19.34: Reserved for future codification purposes.

§ 166A-19.35: Reserved for future codification purposes.

§ 166A-19.36: Reserved for future codification purposes.

§ 166A-19.37: Reserved for future codification purposes.

§ 166A-19.38: Reserved for future codification purposes.

§ 166A-19.39: Reserved for future codification purposes.

#### Part 6. Funding of Emergency Preparedness and Response.

#### § 166A-19.40. Use of contingency and emergency funds.

(a) Use of Contingency and Emergency Funds. - The Governor may use contingency and emergency funds:

- (1) As necessary and appropriate to provide relief and assistance from the effects of an emergency.
- (2) As necessary and appropriate for National Guard training in preparation for emergencies with the concurrence of the Council of State.

(b) Repealed by Session Laws 2015-241, s. 6.19(a), effective July 1, 2015.

(c) Use of Other Funds. - The Governor may reallocate such other funds as may reasonably be available within the appropriations of the various departments when all of the following conditions are satisfied:

- (1) The severity and magnitude of the emergency so requires.
- (2) Contingency and emergency funds are insufficient or inappropriate.
- (3) A state of emergency has been declared pursuant to G.S. 166A-19.20(a).
- (4) Funds in the State Emergency Response and Disaster Relief Fund are insufficient. (Former G.S. 166A-5: 1951, c. 1016, ss. 3, 9; 1953, c. 1099, s. 3; 1955, c. 387, ss. 2, 3, 5; 1957, c. 950, s. 5; 1975, c. 734, ss. 9, 10, 14, 16; 1977, c. 848, s. 2; 1979, 2nd Sess., c. 1310, s. 2; 1995, c. 509, s. 124; 2001-214, s. 2; 2002-179, s. 12; 2009-192, s. 1; 2009-193, s. 3; 2009-196, s. 1; 2009-225, s. 1; 2011-145, s. 19.1(g). Former G.S. 166A-6: 1951, c. 1016, s. 4; 1955, c. 387, s. 4; 1959, c. 284, s. 2; c. 337, s. 4; 1975, c. 734, ss. 11, 14; 1977, c. 848, s. 2; 1979, 2nd Sess., c. 1310, s. 2; 1993, c. 321, s. 181(a); 1995, c. 509, s. 125; 2001-214, s. 3; 2011-145, s. 19.1(g); 2011-183, s. 127(c); 2012-12, s. 1(b); 2015-241, s. 6.19(a).)

#### § 166A-19.41. State emergency assistance funds.

(a) Governor May Make Funds Available for Emergency Assistance. - In the event of a gubernatorially or legislatively declared state of emergency, the Governor may make State funds available for emergency assistance as authorized by this section. Any State funds made available by the Governor for emergency assistance may be administered through State emergency assistance programs which may be established by the Governor upon the declaration of a state of emergency. It is the intent of the General Assembly in authorizing the Governor to make State funds available for emergency assistance and in authorizing the Governor to establish State

emergency assistance programs to provide State assistance for recovery from those emergencies for which federal assistance under the Stafford Act is either not available or does not adequately meet the needs of the citizens of the State in the emergency area.

(b) Emergency Assistance in a Type I Disaster. - In the event that a Type I disaster is declared, the Governor may make State funds available for emergency assistance in the emergency area in the form of individual assistance and public assistance as provided in this subsection.

(1) Individual assistance. - State emergency assistance in the form of grants to individuals and families may be made available when damage meets or exceeds the criteria set out in 13 C.F.R. Part 123 for the Small Business Administration Disaster Loan Program. Individual assistance grants shall include benefits comparable to those provided by the Stafford Act and may be provided for the following:

- a. Provision of temporary housing and rental assistance.
- b. Repair or replacement of dwellings. Grants for repair or replacement of housing may include amounts necessary to locate the individual or family in safe, decent, and sanitary housing.
- c. Replacement of personal property (including clothing, tools, and equipment).
- d. Repair or replacement of privately owned vehicles.
- e. Medical or dental expenses.
- f. Funeral or burial expenses resulting from the emergency.
- g. Funding for the cost of the first year's flood insurance premium to meet the requirements of the National Flood Insurance Act of 1968, as amended, 42 U.S.C. § 4001, et seq.

(2) Public assistance. - State emergency assistance in the form of public assistance grants may be made available to eligible entities located within the emergency area on the following terms and conditions:

- a. Eligible entities shall meet the following qualifications:
  1. The eligible entity suffers a minimum of ten thousand dollars (\$10,000) in uninsurable losses.
  2. The eligible entity suffers uninsurable losses in an amount equal to or exceeding one percent (1%) of the annual operating budget.
  3. For a state of emergency declared pursuant to G.S. 166A-19.20(a) after the deadline established by the Federal Emergency Management Agency pursuant to the Disaster Mitigation Act of 2002, P.L. 106-390, the eligible entity shall have a hazard mitigation plan approved pursuant to the Stafford Act.
  4. For a state of emergency declared pursuant to G.S. 166A-19.20(a), after August 1, 2002, the eligible entity shall be participating in the National Flood Insurance Program in order to receive public assistance for flooding damage.
- b. Eligible entities shall be required to provide non-State matching funds equal to twenty-five percent (25%) of the eligible costs of the public assistance grant.

- c. An eligible entity that receives a public assistance grant pursuant to this subsection may use the grant for the following purposes only:
  - 1. Debris clearance.
  - 2. Emergency protective measures.
  - 3. Roads and bridges.
  - 4. Crisis counseling.
  - 5. Assistance with public transportation needs.

(c) Emergency Assistance in a Type II Disaster. - If a Type II disaster is declared, the Governor may make State funds available for emergency assistance in the emergency area in the form of the following types of grants:

- (1) State Acquisition and Relocation Funds.
- (2) Supplemental repair and replacement housing grants available to individuals or families in an amount necessary to locate the individual or family in safe, decent, and sanitary housing, not to exceed twenty-five thousand dollars (\$25,000) per family.

(d) Emergency Assistance in a Type III Disaster. - If a Type III disaster is declared, the Governor may make State funds available for emergency assistance in the emergency area in the form of the following types of grants:

- (1) State Acquisition and Relocation Funds.
- (2) Supplemental repair and replacement housing grants available to individuals or families in an amount necessary to locate the individual or family in safe, decent, and sanitary housing, not to exceed twenty-five thousand dollars (\$25,000) per family.
- (3) Any programs authorized by the General Assembly. (2001-214, s. 4; 2001-487, s. 98; 2002-24, s. 1; 2002-159, s. 57.5; 2006-66, s. 6.5(a); 2012-12, s. 1(b).)

#### **§ 166A-19.42. State Emergency Response and Disaster Relief Fund.**

(a) Account Established. - There is established a State Emergency Response and Disaster Relief Fund as a reserve in the General Fund. Any funds appropriated to the Fund shall remain available for expenditure as provided by this section, unless directed otherwise by the General Assembly.

(b) Use of Funds. - The Governor may spend funds from the Fund for the following purposes:

- (1) To cover the start-up costs of State Emergency Response Team operations for an emergency that poses an imminent threat of a Type I, Type II, or Type III disaster.
- (2) To cover the cost of first responders to a Type I, Type II, or Type III disaster and any related supplies and equipment needed by first responders that are not provided for under subdivision (1) of this subsection.
- (3) To provide relief and assistance in accordance with G.S. 166A-19.41 from the effects of an emergency.

(c) Reporting Requirement. - The Governor shall report to the Joint Legislative Commission on Governmental Operations and to the Chairs of the Appropriations Committees of the Senate and House of Representatives on any expenditures from the State Emergency Response and Disaster Relief Fund no later than 30 days after making the expenditure. The report shall

include a description of the emergency and type of action taken. (2006-66, s. 6.5(b); 2012-12, s. 1(b); 2015-241, s. 6.19(b).)

§ 166A-19.43: Reserved for future codification purposes.

§ 166A-19.44: Reserved for future codification purposes.

§ 166A-19.45: Reserved for future codification purposes.

§ 166A-19.46: Reserved for future codification purposes.

§ 166A-19.47: Reserved for future codification purposes.

§ 166A-19.48: Reserved for future codification purposes.

§ 166A-19.49: Reserved for future codification purposes.

§ 166A-19.50: Reserved for future codification purposes.

§ 166A-19.51: Reserved for future codification purposes.

§ 166A-19.52: Reserved for future codification purposes.

§ 166A-19.53: Reserved for future codification purposes.

§ 166A-19.54: Reserved for future codification purposes.

§ 166A-19.55: Reserved for future codification purposes.

§ 166A-19.56: Reserved for future codification purposes.

§ 166A-19.57: Reserved for future codification purposes.

§ 166A-19.58: Reserved for future codification purposes.

§ 166A-19.59: Reserved for future codification purposes.

#### Part 7. Immunity and Liability.

##### § 166A-19.60. Immunity and exemption.

(a) Generally. - All functions hereunder and all other activities relating to emergency management as provided for in this Chapter or elsewhere in the General Statutes are hereby declared to be governmental functions. Neither the State nor any political subdivision thereof, nor, except in cases of willful misconduct, gross negligence, or bad faith, any emergency management worker, firm, partnership, association, or corporation complying with or reasonably attempting to comply with this Article or any order, rule, or regulation promulgated pursuant to the provisions of this Article or pursuant to any ordinance relating to any emergency management measures

enacted by any political subdivision of the State, shall be liable for the death of or injury to persons, or for damage to property as a result of any such activity.

(b) Immunity. - The immunity provided to firms, partnerships, associations, or corporations, under subsection (a) of this section, is subject to all of the following conditions:

- (1) The immunity applies only when the firm, partnership, association, or corporation is acting without compensation or with compensation limited to no more than actual expenses and one of the following applies:
  - a. Emergency management services are provided at any place in this State during a state of emergency declared by the Governor or General Assembly pursuant to this Article, and the services are provided under the direction and control of the Secretary pursuant to G.S. 166A-19.10, 166A-19.11, 166A-19.12, 166A-19.20, 166A-19.30, and 143B-602, or the Governor.
  - b. Emergency management services are provided during a state of emergency declared pursuant to G.S. 166A-19.22, and the services are provided under the direction and control of the governing body of a municipality or county under G.S. 166A-19.31, or the chair of a board of county commissioners under G.S. 166A-19.22(b)(3).
  - c. The firm, partnership, association, or corporation is engaged in planning, preparation, training, or exercises with the Division, the Division of Public Health, or the governing body of each county or municipality under G.S. 166A-19.15 related to the performance of emergency management services or measures.
- (2) The immunity shall not apply to any firm, partnership, association, or corporation, or to any employee or agent thereof, whose act or omission caused in whole or in part the actual or imminent emergency or whose act or omission necessitated emergency management measures.
- (3) To the extent that any firm, partnership, association, or corporation has liability insurance, that firm, partnership, association, or corporation shall be deemed to have waived the immunity to the extent of the indemnification by insurance for its negligence. An insurer shall not under a contract of insurance exclude from liability coverage the acts or omissions of a firm, partnership, association, or corporation for which the firm, partnership, association, or corporation would only be liable to the extent indemnified by insurance as provided by this subdivision.

(c) No Effect on Benefits. - The rights of any person to receive benefits to which the person would otherwise be entitled under this Article or under the Workers' Compensation Law or under any pension law and the right of any such person to receive any benefits or compensation under any act of Congress shall not be affected by performance of emergency management functions.

(d) License Requirements Suspended. - Any requirement for a license to practice any professional, mechanical, or other skill shall not apply to any authorized emergency management worker who shall, in the course of performing the worker's duties as such, practice such professional, mechanical, or other skill during a state of emergency.

(e) Definition of Emergency Management Worker. - As used in this section, the term "emergency management worker" shall include any full or part-time paid, volunteer, or auxiliary employee of this State or other states, territories, possessions, or the District of Columbia, of the



federal government or any neighboring country or of any political subdivision thereof, or of any agency or organization performing emergency management services at any place in this State, subject to the order or control of or pursuant to a request of the State government or any political subdivision thereof. The term "emergency management worker" under this section shall also include any health care worker performing health care services as a member of a hospital-based or county-based State Medical Assistance Team designated by the North Carolina Office of Emergency Medical Services and any person performing emergency health care services under G.S. 90-12.2.

(f) Powers of Individuals Operating Pursuant to Mutual Aid Agreements. - Any emergency management worker, as defined in this section, performing emergency management services at any place in this State pursuant to agreements, compacts, or arrangements for mutual aid and assistance to which the State or a political subdivision thereof is a party, shall possess the same powers, duties, immunities, and privileges the person would ordinarily possess if performing duties in the State, or political subdivision thereof, in which normally employed or rendering services. (1957, c. 950, s. 4; 1975, c. 734, s. 14; 1977, c. 848, s. 2; 1979, c. 714, s. 2; 1979, 2nd Sess., c. 1310, s. 2; 1995, c. 509, ss. 130, 131; 2002-179, s. 20(b); 2006-81, s. 1; 2008-200, s. 1; 2009-146, s. 2; 2011-145, s. 19.1(g), (hhh); 2012-12, s. 1(b).)

#### **§ 166A-19.61. No private liability.**

Any person, firm, or corporation, together with any successors in interest, if any, owning or controlling real or personal property who, voluntarily or involuntarily, knowingly or unknowingly, with or without compensation, grants a license or privilege or otherwise permits or allows the designation or use of the whole or any part or parts of such real or personal property for the purpose of activities or functions relating to emergency management as provided for in this Chapter or elsewhere in the General Statutes shall not be civilly liable for the death of or injury to any person or the loss of or damage to the property of any persons where such death, injury, loss, or damage resulted from, through, or because of the use of the said real or personal property for any of the above purposes, provided that the use of said property is subject to the order or control of or pursuant to a request of the State government or any political subdivision thereof. (1957, c. 950, s. 3; 1977, c. 848, s. 2; 2012-12, s. 1(b); 2012-90, s. 9.)

#### **§ 166A-19.62. Civil liability of persons who willfully ignore a warning in an emergency.**

In an emergency, a person who willfully ignores a warning regarding personal safety issued by a federal, State, or local law enforcement agency, emergency management agency, or other governmental agency responsible for emergency management under this Article is civilly liable for the cost of a rescue effort to any governmental agency or nonprofit agency cooperating with a governmental agency conducting a rescue on the endangered person's behalf if all of the following are true:

- (1) The person ignores the warning and (i) engages in an activity or course of action that a reasonable person would not pursue or (ii) fails to take a course of action that a reasonable person would pursue.
- (2) As a result of ignoring the warning, the person places himself or herself or another in danger.
- (3) A governmental rescue effort is undertaken on the endangered person's behalf. (1997-232, s. 1; 2012-12, s. 1(b).)

§ 166A-19.63: Reserved for future codification purposes.

§ 166A-19.64: Reserved for future codification purposes.

§ 166A-19.65: Reserved for future codification purposes.

§ 166A-19.66: Reserved for future codification purposes.

§ 166A-19.67: Reserved for future codification purposes.

§ 166A-19.68: Reserved for future codification purposes.

§ 166A-19.69: Reserved for future codification purposes.

#### Part 8.

##### Miscellaneous Provisions.

#### **§ 166A-19.70. Ensuring availability of emergency supplies and utility services; protection of livestock, poultry, and agricultural crops.**

(a) Executive Order. - In addition to any other powers conferred on the Governor by law, whenever a curfew has been imposed, the Governor may declare by executive order that the health, safety, or economic well-being of persons or property in this State require that persons transporting essentials in commerce to the curfew area, or assisting in ensuring their availability, and persons assisting in restoring utility services, be allowed to enter or remain in areas from which they would otherwise be excluded for the limited purpose of delivering the essentials, assisting in ensuring their availability, or assisting in restoring utility services.

(b) Maximum Hours of Service Waiver. - As part of an executive order issued pursuant to subsection (a) of this section, or independently of such an order, the Governor may declare by executive order that the health, safety, or economic well-being of persons or property in this State require that the maximum hours of service prescribed by the Department of Public Safety pursuant to G.S. 20-381 and similar rules be waived for persons transporting essentials or assisting in the restoration of utility services.

(c) Certification System. - The Secretary shall develop a system pursuant to which a person who transports essentials in commerce, or assists in ensuring their availability, and persons who assist in the restoring of utility services can be certified as such. The certification system shall allow for both pre-emergency declaration and post-emergency declaration certification with renewable precertification. The Secretary shall only allow those who routinely transport or distribute essentials or assist in the restoring of utility services to be certified. A certification of the employer shall constitute a certification of the employer's employees. The Secretary shall create an easily recognizable indicium of certification in order to assist local officials' efforts to determine which persons have received certification by the system established under this subsection.

(d) Presence in Curfew Area Permitted. - Notwithstanding the existence of any curfew, a person who is certified pursuant to the system established under subsection (c) of this section shall be allowed to enter or remain in the curfew area for the limited purpose of delivering or assisting in the distribution of essentials or assisting in the restoration of utility services and shall be allowed to provide service that exceeds otherwise applicable hours of service maximums, to the extent

authorized by an executive order executed pursuant to subsection (a) of this section. Nothing in this section prohibits law enforcement or other local officials from specifying the permissible route of ingress or egress for persons with certifications.

(e) **Abnormal Market Disruptions with Respect to Petroleum.** - If the Governor declares the existence of an abnormal market disruption with respect to petroleum pursuant to G.S. 75-38(f), the Governor shall contemporaneously seek all applicable waivers under the federal Clean Air Act, 42 U.S.C. § 7401, et seq., and any other applicable federal law to facilitate the transportation of fuel within this State in order to address or prevent a fuel supply emergency in this State. Waiver requests shall be directed to the appropriate federal agencies and shall seek waivers of the following:

- (1) The Reformulated Gasoline requirements throughout the State.
  - (2) The Federal and State Implementation Plan summertime gasoline requirements (low RVP) throughout the State.
  - (3) Any other waiver that will, if obtained, facilitate the transportation of fuel within this State.
- (f) **Definitions.** - The following definitions apply in this section:
- (1) **Curfew.** - Any restriction on ingress and egress to the emergency area of a state of emergency or any restriction on the movement of persons within such an area.
  - (2) **Curfew area.** - The area that is subject to a curfew.
  - (3) **Essentials.** - Any goods that are consumed or used as a direct result of an emergency or which are consumed or used to preserve, protect, or sustain life, health, safety, or economic well-being of persons or their property. The Secretary shall determine what goods constitute essentials for purposes of this section.

(g) Upon the recommendation of the Commissioner of Agriculture it shall be lawful for the Governor, by an executive order issued pursuant to G.S. 166A-19.20 or independently of such an order, to direct the Department of Public Safety to temporarily suspend weighing, pursuant to G.S. 20-118.1, those vehicles used to transport livestock, poultry, or crops from designated counties in an emergency area as defined in G.S. 166A-19.3(7), or counties designated by the Governor in an executive order issued independently of an order pursuant to G.S. 166A-19.20, if there exists an imminent threat of severe economic loss of livestock or poultry or widespread or severe damage to crops ready to be harvested. The Department of Public Safety shall develop procedures to carry out the provisions of this subsection. This subsection shall not be construed to permit the gross weight of any vehicle or combination in excess of the safe load carrying capacity established by the Department of Transportation on any bridge pursuant to G.S. 136-72, or to permit the operation of a vehicle when a law enforcement officer has probable cause to believe the vehicle is creating an imminent hazard to public safety. A suspension authorized pursuant to the provisions of this subsection shall end when the Governor determines the threat of widespread or severe loss or damage in the designated counties has passed. (2001-214, s. 4; 2001-487, s. 98; 2002-24, s. 1; 2002-159, s. 57.5; 2006-66, s. 6.5(a); 2012-12, s. 1(b); 2013-230, s. 1; 2018-114, s. 7.)

#### **§ 166A-19.71. Accept services, gifts, grants, and loans.**

Whenever the federal government or any agency or officer thereof or of any person, firm, or corporation shall offer to the State, or through the State to any political subdivision thereof,

services, equipment, supplies, materials, or funds by way of gift, grant, or loan, for emergency management purposes, the State acting through the Governor, or such political subdivision, acting with the consent of the Governor and through its governing body, may accept such offer. Upon such acceptance the Governor of the State or governing body of such political subdivision may authorize any officer of the State or of the political subdivision, as the case may be, to receive such services, equipment, supplies, materials, or funds on behalf of the State or of such political subdivision, and subject to the terms of the offer and the rules and regulations, if any, of the agency making the offer. (1951, c. 1016, s. 8; 1973, c. 803, s. 45; 1975, c. 19, s. 72; c. 734, ss. 13, 14; 1977, c. 848, s. 2; 1979, 2nd Sess., c. 1310, s. 2; 2012-12, s. 1(b).)

**§ 166A-19.72. Establishment of mutual aid agreements.**

(a) Governor Authorized to Enter Agreements with Other States and Federal Government. - The Governor may establish mutual aid agreements with other states and with the federal government provided that any special agreements so negotiated are within the Governor's authority.

(b) Governor Authorized to Enter Agreements with Political Subdivisions. - The Governor may establish mutual aid agreements with political subdivisions in the State with the concurrence of the subdivision's governing body.

(c) Political Subdivisions Authorized to Enter Agreements with Other Political Subdivisions. - The chief executive of each political subdivision, with the concurrence of the subdivision's governing body, may develop mutual aid agreements for reciprocal emergency management aid and assistance. Such agreements shall be consistent with the State emergency management program and plans.

(d) Political Subdivisions Authorized to Enter Agreements with Political Subdivisions in Other States. - The chief executive officer of each political subdivision, with the concurrence of the governing body and subject to the approval of the Governor, may enter into mutual aid agreements with local chief executive officers in other states for reciprocal emergency management aid and assistance. These agreements shall be consistent with the State emergency management program and plans.

(e) Terms of Agreements. - Mutual aid agreements may include, but are not limited to, the furnishing or exchange of such supplies, equipment, facilities, personnel, and services as may be needed; the reimbursement of costs and expenses for equipment, supplies, personnel, and similar items; and on such terms and conditions as deemed necessary. (1951, c. 1016, s. 7; 1975, c. 734, ss. 14, 16; 1977, c. 848, s. 2; 1979, 2nd Sess., c. 1310, s. 2; 2009-194, s. 1; 2012-12, s. 1(b).)

**§ 166A-19.73. Compensation.**

(a) Extent of Compensation. - Compensation for services or for the taking or use of property shall be only to the extent that legal obligations of individual citizens are exceeded in a particular case and then only to the extent that the claimant has not been deemed to have volunteered his services or property without compensation.

(b) Limitation; Basis of Compensation. - Compensation for property shall be only if the property was commandeered, seized, taken, condemned, or otherwise used in coping with an emergency and this action was ordered by the Governor. The State shall make compensation for the property so seized, taken, or condemned on the following basis:

- (1) In case property is taken for temporary use, the Governor, within 30 days of the taking, shall fix the amount of compensation to be paid for such damage or

failure to return. Whenever the Governor shall deem it advisable for the State to take title to property taken under this section, the Governor shall forthwith cause the owner of such property to be notified thereof in writing by registered mail, postage prepaid, or by the best means available, and forthwith cause to be filed a copy of said notice with the Secretary of State.

- (2) If the person entitled to receive the amounts so determined by the Governor as just compensation is unwilling to accept the same as full and complete compensation for such property or the use thereof, the person shall be paid seventy-five percent (75%) of such amount and shall be entitled to recover from the State of North Carolina in an action brought in the superior court in the county of residence of claimant, or in Wake County, in the same manner as other condemnation claims are brought, within three years after the date of the Governor's award. (1977, c. 848, s. 2; 2012-12, s. 1(b).)

**§ 166A-19.74. Nondiscrimination in emergency management.**

State and local governmental bodies and other organizations and personnel who carry out emergency management functions under the provisions of this Article are required to do so in an equitable and impartial manner. Such State and local governmental bodies, organizations, and personnel shall not discriminate on the grounds of race, color, religion, nationality, sex, age, or economic status in the distribution of supplies, the processing of applications, and other relief and assistance activities. (1975, c. 734, s. 3; 1977, c. 848, s. 2; 1979, 2nd Sess., c. 1310, s. 2; 1995, c. 509, s. 128; 2012-12, s. 1(b).)

**§ 166A-19.75. Emergency management personnel.**

(a) Limitation. - No person shall be employed or associated in any capacity in any emergency management agency established under this Article if that person does or has done any of the following:

- (1) Advocates or has advocated a change by force or violence in the constitutional form of the Government of the United States or in this State.
- (2) Advocates or has advocated the overthrow of any government in the United States by force or violence.
- (3) Has been convicted of any subversive act against the United States.
- (4) Is under indictment or information charging any subversive act against the United States.
- (5) Has ever been a member of the Communist Party.

(b) Oath. - Each person who is appointed to serve in any emergency management agency shall, before entering upon the person's duties, take a written oath before a person authorized to administer oaths in this State, which oath shall be substantially as follows:

"I, \_\_\_\_\_, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of North Carolina, against all enemies, foreign and domestic; and that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter. And I do further swear (or affirm) that I do not advocate, nor am I, nor have I ever knowingly been, a member of any political party or organization that advocates the overthrow of the Government of the United States or of this State by force or violence; and that during such time as I am a member of the State Emergency

Management Agency I will not advocate nor become a member of any political party or organization that advocates the overthrow of the Government of the United States or of this State by force or violence, so help me God."

(c) No Violation of Dual Office Holding Prohibition. - No position created by or pursuant to this Article shall be deemed an office within the meaning of Section 9 of Article 6 of the North Carolina Constitution. (1951, c. 1016, s. 10; 1975, c. 734, ss. 14, 16; 1977, c. 848, s. 2; 1979, 2nd Sess., c. 1310, s. 2; 1995, c. 509, s. 129; 2012-12, s. 1(b).)

**§ 166A-19.76. Leave options for voluntary firefighters, rescue squad workers, and emergency medical service personnel called into service.**

(a) Leave Without Pay. - A member of a volunteer fire department, rescue squad, or emergency medical services agency called into service of the State after a declaration of a state of emergency by the Governor or by the General Assembly, or upon the activation of the State Emergency Response Team in response to an emergency, shall have the right to take leave without pay from his or her civilian employment. No member of a volunteer fire department, rescue squad, or emergency medical services agency shall be forced to use or exhaust his or her vacation or other accrued leave from his or her civilian employment for a period of active service. The choice of leave shall be solely within the discretion of the member.

(b) Request in Writing Required. - For the volunteer member to be entitled to take leave without pay pursuant to this section, his or her services shall be requested in writing by the Director of the Division or by the head of a local emergency management agency. The request shall be directed to the Chief of the member's volunteer fire department, rescue squad, or emergency medical services agency, and a copy shall be provided to the member's employer. This section shall not apply to those members whose services have been certified by their employer to the Director of the Division, or to the head of a local emergency management agency, as essential to the employer's own ongoing emergency relief activities.

(c) Definition of an Emergency Requiring Activation of the State Emergency Response Team. - For purposes of this section, an emergency requiring the activation of the State Emergency Response Team means an emergency at Activation Level 2 or greater according to the North Carolina State Emergency Operations Plan of November 2002. Activation Level 2 requires the State Emergency Operations Center to be fully activated with 24-hour staffing from all State Emergency Response Team members.

(d) Enforcement. - The Commissioner of Labor shall enforce the provisions of this section pursuant to Chapter 95 of the General Statutes. (2003-103, s. 1; 2012-12, s. 1(b).)

**§ 166A-19.77. North Carolina Forest Service designated as emergency response agency.**

The North Carolina Forest Service of the Department of Agriculture and Consumer Services is designated an emergency response agency of the State of North Carolina for purposes of the following:

- (1) Supporting the North Carolina Forest Service in responding to all-risk incidents.
- (2) Receipt of any applicable State or federal funding.
- (3) Training of other State and local agencies in emergency management.
- (4) Any other emergency response roles for which the North Carolina Forest Service has special training or qualifications. (2005-128, s. 1; 2011-145, ss. 13.25(w), 19.1(g); 2012-12, s. 1(b); 2013-155, s. 24.)

**§ 166A-19.77A. Agricultural Emergency Response Teams authorized.**

The Department of Agriculture and Consumer Services is designated as an emergency response agency for purposes of the following:

- (1) Deploying Agricultural Emergency Response Teams, as that term is defined in G.S. 106-1042, to respond to agriculture-related incidents.
- (2) Receipt of any applicable State or federal funding.
- (3) Training of other State and local agencies in agricultural emergency response.
- (4) Any other emergency response roles for which Agricultural Emergency Response Teams have special training or qualifications. (2016-113, s. 2(b).)

**§ 166A-19.78. Governor's power to order evacuation of public building.**

When it is determined by the Governor that a great public crisis, disaster, riot, catastrophe, or any other similar public emergency exists, or the occurrence of any such condition is imminent, and, in the Governor's opinion it is necessary to evacuate any building owned or controlled by any department, agency, institution, school, college, board, division, commission, or subdivision of the State in order to maintain public order and safety or to afford adequate protection for lives or property, the Governor is hereby authorized to issue an order of evacuation directing all persons within the building to leave the building and its premises forthwith. The order shall be delivered to any law enforcement officer or officer of the National Guard, and such officer shall, by a suitable public address system, read the order to the occupants of the building and demand that the occupants forthwith evacuate said building within the time specified in the Governor's order. (1969, c. 1129; 1993, c. 539, s. 198; 1994, Ex. Sess., c. 24, s. 14(c); 2009-281, s. 1; 2012-12, s. 1(b).)

**§ 166A-19.79. Severability.**

If any provision of this Article or the application thereof to any person or circumstances is held invalid, the invalidity does not affect other provisions or applications of the Article which can be given effect without the invalid provision or application, and to this end the provisions of this Article are severable. (1977, c. 848, s. 2; 1995, c. 509, s. 132; 2012-12, s. 1(b).)

Article 2.

Hazardous Materials Emergency Response.

**§ 166A-20. Title, purpose.**

(a) This Article may be cited as the "North Carolina Hazardous Materials Emergency Response Act."

(b) The purpose of this Article is to establish a system of regional response to hazardous materials emergencies and terrorist incidents in the State to protect the health and safety of its citizens. (1993 (Reg. Sess., 1994), c. 769, s. 22.4(b); 2002-179, s. 21(a).)

**§ 166A-21. Definitions.**

The following definitions apply in this Article:

- (1) Department. - The Department of Public Safety.
- (2) Division. - The Division of Emergency Management.

- (3) Hazardous material. - Any material defined as a hazardous substance under 29 Code of Federal Regulations § 1910.120(a)(3).
- (4) Hazardous materials emergency response team or hazmat team. - An organized group of persons specially trained and equipped to respond to and control actual or potential leaks or spills of hazardous materials.
- (5) Hazardous materials incident or hazardous materials emergency. - An uncontrolled release or threatened release of a hazardous substance requiring outside assistance by a local fire department or hazmat team to contain and control.
- (6) Regional response team. - A hazmat team under contract with the State to provide response to hazardous materials emergencies occurring outside the hazmat team's local jurisdiction at the direction of the Department of Public Safety, Division of Emergency Management.
- (7) Secretary. - The Secretary of the Department of Public Safety.
- (8) Technician-level entry capability. - The capacity of a hazmat team, in terms of training and equipment as specified in 29 Code of Federal Regulations § 1910.120, to respond to a hazardous materials incident requiring affirmative measures, such as patching, plugging, or other action necessary to stop and contain the release of a hazardous substance at its source.
- (9) Terrorist incident. - Activities that occur within the territorial jurisdiction of the United States, involve acts dangerous to human life that are a violation of the criminal laws of the United States or of any state, and are intended to do one of the following:
  - a. Intimidate or coerce a civilian population.
  - b. Influence the policy of a government by intimidation or coercion.
  - c. Affect the conduct of a government by mass destruction, assassination, or kidnapping. (1993 (Reg. Sess., 1994), c. 769, s. 22.4(b); 1997-456, s. 27; 2002-179, s. 21(b); 2011-145, s. 19.1(g); 2014-100, s. 16B.3(a).)

**§ 166A-22. Hazardous materials emergency response program.**

(a) The Secretary shall adopt rules establishing a regional response program for hazardous materials emergencies and terrorist incidents, to be administered by the Division of Emergency Management. To the extent possible, the regional response program shall be coordinated with other emergency planning activities of the State. The regional response program shall include at least seven hazmat teams located strategically across the State that are available to provide regional response to hazardous materials or terrorist incidents requiring technician-level entry capability and 24-hour dispatch and communications capability at the Division of Emergency Management Operations Center. The rules for the program shall include:

- (1) Standards, including training, equipment, and personnel standards required to operate a regional response team with technician-level entry capability.
- (2) Guidelines for the dispatch of a regional response team to a hazardous materials or terrorist incident.
- (3) Guidelines for the on-site operations of a regional response team.
- (4) Standards for administration of a regional response team, including procedures for reimbursement of response costs.
- (5) Refresher and specialist training for members of regional response teams.



- (6) Procedures for recovering the costs of a response to a hazardous materials or terrorist incident from persons determined to be responsible for the emergency.
- (7) Procedures for bidding and contracting for the provision of a hazmat team for the regional response program.
- (8) Criteria for evaluating bids for the provision of a hazmat team for regional response.
- (9) Delineation of the roles of the regional response team, local fire department and local public safety personnel, the Division of Emergency Management's area coordinator, and other State agency personnel responding to the scene of a hazardous materials or terrorist incident.

(b) In developing the program and adopting rules, the Secretary shall consult with the Regional Response Team Advisory Committee established pursuant to G.S. 166A-24. (1993 (Reg. Sess., 1994), c. 769, s. 22.4(b); 2002-179, s. 21(c); 2014-100, s. 16B.3(d).)

**§ 166A-23. Contracts; equipment loans.**

(a) The Secretary may contract with any unit or units of local government for the provision of a regional response team to implement the regional response program. Contracts are to be let consistent with the bidding and contract standards and procedures adopted pursuant to G.S. 166A-22(a)(7) and (8). In entering into contracts with units of local government, the Secretary may agree to provide:

- (1) A loan of equipment, including a hazmat vehicle, necessary for the provision technician-level entry capability;
- (2) Reimbursement of personnel costs when a regional response team is authorized by the Department to respond to a hazmat or terrorist incident, including the cost of call-back personnel;
- (3) Reimbursement for use of equipment and vehicles owned by the regional response team;
- (4) Replacement of disposable materials and damaged equipment;
- (5) Costs of medical surveillance for members of the regional response team, including baseline, maintenance, and exit physicals;
- (6) Training expenses; and
- (7) Other provisions agreed to by the Secretary and the regional response team.

(b) The Secretary shall not agree to provide reimbursement for:

- (1) Costs of clean-up activities, after a spill or leak has been contained;
- (2) Local response not requiring technician-level entry capability; or
- (3) Standby time.

(c) Any contract entered into between the Secretary and a unit of local government for the provision of a regional response team shall specify that the members of the regional response team, when performing their duties under the contract, shall not be employees of the State and shall not be entitled to benefits under the Teachers' and State Employees' Retirement System or for the payment by the State of federal social security, employment insurance, or workers' compensation.

(d) Regional response teams that have the use of a State hazmat vehicle may use the vehicle for local purposes. Where a State vehicle is used for purposes other than authorized regional response to a hazardous materials or terrorist incident, the regional response team shall be liable for repairs or replacements directly attributable to the nonauthorized response. (1993 (Reg. Sess., 1994), c. 769, s. 22.4(b); 2002-179, s. 21(d).)

**§ 166A-24. Immunity of Regional Response Team Personnel.**

Members of a regional response team shall be protected from liability under the provisions of G.S. 166A-19.60(a) while responding to a hazardous materials or terrorist incident pursuant to authorization from the Division of Emergency Management. (1993 (Reg. Sess., 1994), c. 769, s. 22.4(b); 2002-179, s. 21(e); 2012-12, s. 2(y).)

**§ 166A-25. Right of entry.**

A regional response team, when authorized to respond to a release or threatened release of hazardous materials or when authorized to respond to a terrorist or threatened or imminent terrorist incident, may enter onto any private or public property on which the release or terrorist incident has occurred or on which there is an imminent threat of such release or terrorist incident. A regional response team may also enter, under such circumstances, any adjacent or surrounding property in order to respond to the release or threatened release of hazardous material or to monitor, control, and contain the release or perform any other action in mitigation of a hazardous materials or terrorist incident. (1993 (Reg. Sess., 1994), c. 769, s. 22.4(b); 2002-179, s. 21(f).)

**§ 166A-26. Regional Response Team Advisory Committee.**

(a) The Regional Response Team Advisory Committee is created. The Secretary shall appoint the members of the Committee and shall designate the chair. In making appointments, the Secretary shall take into consideration the expertise of the appointees in the management of hazardous materials emergencies. The Secretary shall appoint one representative from:

- (1) The Division of Emergency Management;
- (2) The North Carolina Highway Patrol;
- (3) The State Fire and Rescue Commission of the Department of Insurance;
- (4) The Department of Environmental Quality;
- (5) The Department of Transportation;
- (6) The Department of Agriculture and Consumer Services;
- (7) The Chemical Industry Council of North Carolina;
- (8) The N.C. Association of Hazardous Materials Responders;
- (9) Each regional response team;
- (10) The State Bureau of Investigation.

In addition to the persons listed above, the Secretary shall appoint to the Advisory Committee three persons designated jointly by the North Carolina Fire Chiefs Association and the North Carolina State Firefighters' Association.

(b) The Advisory Committee shall meet on the call of the chair, or at the request of the Secretary; provided that the Committee shall meet no less than once every three months. The Department of Public Safety shall provide space for the Advisory Committee to meet. The Department also shall provide the Advisory Committee with necessary support staff and supplies to enable the Committee to carry out its duties in an effective manner.

(c) Members of the Advisory Committee shall serve without pay, but shall receive travel allowance, lodging, subsistence, and per diem as provided by G.S. 138-5.

(d) The Regional Response Team Advisory Committee shall advise the Secretary on the establishment of the program for regional response to hazardous materials emergencies in the State. The Committee shall also evaluate and advise the Secretary of the need for additional regional response teams to serve the State. (1993 (Reg. Sess., 1994), c. 769, s. 22.4(b); 1997-261,

s. 108; 1997-443, s. 11A.123; 2002-179, s. 21(g); 2011-145, s. 19.1(g); 2015-241, s. 14.30(u); 2016-51, s. 6.)

**§ 166A-27. Action for the recovery of costs of hazardous materials emergency response.**

(a) A person who causes the release of a hazardous material requiring the activation of a regional response team shall be liable for all reasonable costs incurred by the regional response team in responding to and mitigating the incident. The Secretary shall invoice the person liable for the hazardous materials release, and, in the event of nonpayment, may institute an action to recover those costs in the superior court of the county in which the release occurred.

(b) A person who causes the release of a hazardous material that results in the activation of one or more State Medical Assistance Teams (SMATs) or the Epidemiology Section of the Division of Public Health of the Department of Health and Human Services shall be liable for all reasonable costs incurred by each team or the Epidemiology Section that responds to or mitigates the incident. The Secretary of Health and Human Services shall invoice the person liable for the hazardous materials release and, in the event of nonpayment, may institute an action to recover those costs in the superior court of the county in which the release occurred. (1993 (Reg. Sess., 1994), c. 769, s. 22.4(b); 2007-107, s. 3.1(a).)

**§ 166A-28. Hazardous Materials Emergency Response Fund.**

There is established in the Department of Public Safety a fund for those monies collected pursuant to G.S. 166A-27. The Fund is also authorized to accept any gift, grant, or donation of money or property to facilitate the establishment and operation of the regional response system. (1993 (Reg. Sess., 1994), c. 769, s. 22.4(b); 2011-145, s. 19.1(g).)

**§ 166A-29. Emergency planning; charge.**

(a) Every person, firm, corporation or municipality who is licensed to construct or who is operating a fixed nuclear facility for the production of electricity shall pay to the Department of Public Safety an annual fee of at least thirty thousand dollars (\$30,000) for each fixed nuclear facility which is located within this State or has a Plume Exposure Pathway Emergency Planning Zone of which any part is located within this State. This fee is to be applied to the costs of planning and implementing emergency response activities as are required by the Federal Emergency Management Agency for the operation of nuclear facilities. Said fee is to be paid no later than July 31 of each year. This minimum fee may be increased from time to time as the costs of such planning and implementation increase. Such increases shall be by agreement between the State and the licensees or operators of the fixed nuclear facilities.

(b) Every person, firm, corporation or municipality who is licensed to construct or who is operating a fixed nuclear facility for the production of electricity shall pay to the Department of Public Safety, for the use of the Radiation Protection Section of the Division of Public Health of the Department of Health and Human Services, an annual fee of thirty-six thousand dollars (\$36,000) for each fixed nuclear facility that is located within this State or that has a Plume Exposure Pathway Emergency Planning Zone any part of which is located within this State. This fee shall be applied only to the costs of planning and implementing emergency response activities as required by the Federal Emergency Management Agency for the operation of nuclear facilities. This fee is to be paid no later than July 31 of each year.

(c) The fees imposed by this section do not revert at the end of a fiscal year. The amount of fees carried forward from one fiscal year to the next shall be taken into consideration in

determining the fee to be assessed each fixed nuclear facility under subsection (a) in that fiscal year. (1981, c. 1128, ss. 1, 2; 1983, c. 622, ss. 1-3; 1989, c. 727, s. 219(42); 1989 (Reg. Sess., 1990), c. 964, s. 1; 1991 (Reg. Sess., 1992), c. 1039, s. 18; 1997-443, s. 11A.123; 2000-109, s. 6; 2002-70, s. 5; 2011-145, ss. 13.3(ooo), 19.1(g); 2012-12, s. 1(a).)

**§ 166A-29.1. Hazardous materials facility fee.**

(a) Definitions. - The following definitions apply in this section:

- (1) EPCRA. - The federal Emergency Planning and Community Right-to-Know Act, P.L. No. 99-499 et. seq.
- (2) Extremely hazardous substance. - Any substance, regardless of its state, set forth in 40 C.F.R. Part 355, Appendix A or B.
- (3) Hazardous chemical. - As defined in 29 C.F.R. 1910.1200(c), except that the term does not include any of the following:
  - a. Any food, food additive, color additive, drug, or cosmetic regulated by the Food and Drug Administration.
  - b. Any substance present as a solid in any manufactured item to the extent exposure to the substance does not occur under normal conditions of use.
  - c. Any substance to the extent that it is used for personal, family, or household purposes or is present in the same form and concentration as a product packaged for distribution and use by the public.
  - d. Any substance to the extent that it is used in a research laboratory or a hospital or other medical facility under the direct supervision of a technically qualified individual.
  - e. Any substance to the extent that it is used in routine agricultural operations or is a fertilizer held for sale by a retailer to the ultimate consumer.

(b) Annual Fee Shall Be Charged. - A person or business required under Section 302 or 312 of EPCRA to submit a notification or an annual inventory form to the Division shall be required to pay to the Department an annual fee in the amount set forth in subsection (c) of this section.

(c) Amount of Fee. - The amount of the annual fee charged pursuant to subsection (b) of this section shall be calculated in accordance with the following, up to a maximum annual amount of five thousand dollars (\$5,000) per reporting site:

- (1) A fee of fifty dollars (\$50.00) shall be assessed for each substance at each site reported by a person or business that is classified as a hazardous chemical.
- (2) A fee of ninety dollars (\$90.00) shall be assessed for each substance at each site reported by a person or business that is classified as an extremely hazardous substance.

(d) Late Fees. - The Division may impose a late fee against a person or business for failure to submit a report or filing that substantially complies with the requirements of EPCRA by the federal filing deadline or for failure to pay any fee, including a late fee. This fee shall be in addition to the fee imposed pursuant to subsection (c) of this section. Prior to imposing a late fee, the Division shall provide the person or business who will be assessed the late fee with written notice that identifies the specific requirements that have not been met and informs the person or business

of its intent to assess a late fee. The assessment of a late fee shall be subject to the following limitations:

- (1) If the report filing or fee is submitted within 30 days after receipt of the Division's notice that it intends to assess a late fee, no late fee shall be assessed.
- (2) If the report filing or fee has not been submitted by the end of the period set forth in subdivision (1) of this subsection, the Division may impose a late fee in an amount equal to the amount of the fee charged pursuant to subsection (c) of this section.
- (e) Exemptions. - No fee shall be charged under this section to any of the following:
  - (1) An owner or operator of a family farm enterprise, a facility owned by a State or local government, or a nonprofit corporation.
  - (2) An owner or operator of a facility where motor vehicle fuels are stored and from which such fuels are offered for retail sale. However, hazardous chemicals or extremely hazardous substances at such a facility, other than motor vehicle fuels for retail sale, shall not be subject to this exemption.
  - (3) A motor vehicle dealer, as that term is defined in G.S. 20-286(11).
- (f) Use of Fee Proceeds. - The proceeds of fees assessed pursuant to this section shall be used for the following:
  - (1) To offset costs associated with the establishment and maintenance of a hazardous materials database and a hazardous materials response application.
  - (2) To offset costs associated with the operations of the regional response program for hazardous materials emergencies and terrorist incidents.
  - (3) To provide grants to counties for hazardous materials emergency response planning, training, and related exercises.
  - (4) To offset Division costs that directly support hazardous materials emergency preparedness and response. (2014-100, s. 16B.3(b); 2015-241, s. 16B.8(a).)

### Article 3.

#### Disaster Service Volunteer Leave Act.

#### **§ 166A-30. Short title.**

This act may be cited as the Disaster Service Volunteer Leave Act. (1993, c. 13, s. 1.)

#### **§ 166A-31. Definitions.**

As used in this Article:

- (1) "Certified disaster service volunteer" means a person who has completed the necessary training for and been certified as a disaster service specialist by the American National Red Cross.
- (2) "Disaster" means a disaster designated at Level III or higher in the American National Red Cross Regulations and Procedures.
- (3) "State agency" means and includes all departments, institutions, commissions, committees, boards, divisions, bureaus, officers, and officials of the State, including those within the legislative and judicial branches of State government. (1993, c. 13, s. 1.)

#### **§ 166A-32. Disaster service volunteer leave.**

An employee of a State agency who is a disaster service volunteer of the American Red Cross may be granted leave from his work with pay for a time not to exceed 15 work days in any 12-month period to participate in specialized disaster relief services for the American Red Cross. To be granted leave, the request for the services of that employee must come from the American Red Cross. The decision to grant the employee leave rests in the sole discretion of the employing State agency based on the work needs of that agency. Employees granted leave pursuant to this Article shall not lose seniority, pay, vacation time, sick time, or earned overtime accumulation. The State agency shall compensate an employee granted leave under this Article at the regular rate of pay for those regular work hours during which the employee is absent from his work. Leave under this Article shall be granted only for services related to a disaster occurring within the United States.

The State of North Carolina shall not be liable for workers compensation claims arising from accident or injury while the State employee is on assignment as a disaster service volunteer for the American Red Cross. Duties performed while on disaster leave shall not be considered to be a work assignment by a state agency. The employee is granted leave based on the need for the employee's area of expertise. Job functions although similar or related are performed on behalf of and for the benefit of the American Red Cross. (1993, c. 13, s. 1; 2001-508, s. 6.)

**§ 166A-33:** Reserved for future codification purposes.

**§ 166A-34:** Reserved for future codification purposes.

**§ 166A-35:** Reserved for future codification purposes.

**§ 166A-36:** Reserved for future codification purposes.

**§ 166A-37:** Reserved for future codification purposes.

**§ 166A-38:** Reserved for future codification purposes.

**§ 166A-39:** Reserved for future codification purposes.

#### Article 4.

##### Emergency Management Assistance Compact.

#### **§ 166A-40. Title of Article; entering into Compact.**

(a) This Article may be cited as the Emergency Management Assistance Compact.

(b) The Emergency Management Assistance Compact, hereinafter "Compact", is hereby enacted into law and entered into by this State with all other states legally joining therein, in the form substantially as set forth in this Article. This Compact is made and entered into by and between the party states which enact this Compact. For the purposes of this Article, the term "states" means the several states, the Commonwealth of Puerto Rico, the District of Columbia, and all United States territorial possessions and the term "party states" means the participating member states which enact and enter into this Compact. (1997-152, s. 1.)

#### **§ 166A-41. Purposes and authorities.**

(a) The purpose of this Compact is to provide for mutual assistance between the party states in managing any emergency or disaster that is duly declared by the governor of the affected state or states, whether arising from natural disaster, technological hazard, man-made disaster, civil emergency aspects of resources shortages, community disorders, insurgency, or enemy attack.

(b) This Compact shall also provide for mutual cooperation in emergency-related exercises, testing, or other training activities using equipment and personnel simulating performance of any aspect of the giving and receiving of aid by party states or subdivisions of party states during emergencies, such actions occurring outside actual declared emergency periods. Mutual assistance in this Compact may include the use of the states' National Guard forces, either in accordance with the National Guard Mutual Assistance Compact or by mutual agreement between states. (1997-152, s. 1; 2009-281, s. 1.)

#### **§ 166A-42. General implementation.**

(a) Each party state recognizes that many emergencies transcend political jurisdictional boundaries and that intergovernmental coordination is essential in managing these and other emergencies under this Compact. Each party state further recognizes that there will be emergencies that require immediate access and present procedures to apply outside resources to respond to emergencies effectively and promptly. This is because few, if any, individual states have all the resources that they may need in all types of emergencies or the capability of delivering resources to areas where emergencies exist.

(b) The prompt, full, and effective utilization of resources of the participating states, including any resources on hand or available from the federal government or any other source, that are essential to the safety, care, and welfare of the people in the event of any emergency or disaster declared by a party state, shall be the underlying principle on which all articles of this Compact shall be understood.

(c) On behalf of the governor of each party state, the legally designated state official who is assigned responsibility for emergency management shall be responsible for formulation of the appropriate interstate mutual aid plans and procedures necessary to implement this Compact. (1997-152, s. 1.)

#### **§ 166A-43. Party state responsibilities.**

(a) It shall be the responsibility of each party state to formulate procedural plans and programs for interstate cooperation in the performance of the responsibilities listed in this Article. In formulating the plans, and in carrying them out, the party states, insofar as practicable, shall:

- (1) Review individual state hazards analyses and, to the extent reasonably possible, determine all those potential emergencies the party state might jointly suffer, whether due to natural disaster, technological hazard, man-made disaster, emergency aspects of resource shortages, civil disorders, insurgency, or enemy attack.
- (2) Review the party states' individual emergency plans and develop a plan that will determine the mechanism for the interstate management and provision of assistance concerning any potential emergency.
- (3) Develop interstate procedures to fill any identified gaps and to resolve any identified inconsistencies or overlaps in existing or developed plans.
- (4) Assist in warning communities adjacent to or crossing the state boundaries.

- (5) Protect and assure uninterrupted delivery of services, medicines, water, food, energy and fuel, search and rescue, and critical lifeline equipment services, and resources, both human and material.
- (6) Inventory and set procedures for the interstate loan and delivery of human and material resources, together with procedures for reimbursement or forgiveness.
- (7) Provide, to the extent authorized by law, for temporary suspension of any statutes or ordinances that restrict the implementation of the above responsibilities.

(b) The authorized representative of a party state may request assistance of another party state by contacting the authorized representative of that state. The provisions of this Compact shall only apply to requests for assistance made by and to authorized representatives. Requests may be verbal or in writing. If verbal, the request shall be confirmed in writing within 30 days of the verbal request. Requests shall provide the following information:

- (1) A description of the emergency service function for which assistance is needed, including fire services, law enforcement, emergency medical, transportation, communications, public works and engineering, building inspection, planning and information assistance, mass care, resource support, health and medical services, and search and rescue.
- (2) The amount and type of personnel, equipment, materials and supplies needed, and a reasonable estimate of the length of time they will be needed.
- (3) The specific place and time for staging of the assisting party's response and a point of contact at that location.

(c) There shall be frequent consultation between state officials who have assigned emergency management responsibilities and other appropriate representatives of the party states with affected jurisdictions and the federal government, with free exchange of information, plans, and resource records relating to emergency capabilities. (1997-152, s. 1.)

#### **§ 166A-44. Limitations.**

(a) Any party state requested to render mutual aid or conduct exercises and training for mutual aid shall take such action as is necessary to provide and make available the resources covered by this Compact in accordance with the terms hereof; provided that the state rendering aid may withhold resources to the extent necessary to provide reasonable protection for such state.

(b) Each party state shall afford to the emergency forces of any party state while operating within its state limits under the terms and conditions of this Compact, the same powers (except that of arrest unless specifically authorized by the receiving state), duties, rights, and privileges as are afforded forces of the state in which they are performing emergency services. Emergency forces will continue under the command and control of their regular leaders, but the organizational units will come under the operational control of the emergency services authorities of the state receiving assistance. These conditions may be activated, as needed, only subsequent to a declaration of a state of emergency or disaster by the governor of the party state that is to receive assistance or commencement of exercises or training for mutual aid and shall continue so long as the exercises or training for mutual aid are in progress, the state of emergency or disaster remains in effect, or loaned resources remain in the receiving state or states, whichever is longer. (1997-152, s. 1.)

#### **§ 166A-45. Licenses and permits.**



Whenever any person holds a license, certificate, or other permit issued by any party state evidencing the meeting of qualifications for professional, mechanical, or other skills, and when assistance is requested by the receiving party state, the person shall be deemed licensed, certified, or permitted by the state requesting assistance to render aid involving skill to meet a declared emergency or disaster, subject to any limitations and conditions the governor of the requesting state may prescribe by executive order or otherwise. (1997-152, s. 1.)

#### **§ 166A-46. Liability.**

Officers or employees of a party state rendering aid in another state pursuant to this Compact shall be considered agents of the requesting state for tort liability and immunity purposes; and no party state or its officers or employees rendering aid in another state pursuant to this Compact shall be liable for any act or omission occurring as a result of a good faith attempt to render aid or as a result of the use of any equipment or supplies used in connection with an attempt to render aid. For the purposes of this Article, "good faith" does not include willful misconduct, gross negligence, or recklessness. (1997-152, s. 1; 2007-484, s. 24.)

#### **§ 166A-47. Supplementary agreements.**

Inasmuch as it is probable that the pattern and detail of the machinery for mutual aid among two or more states may differ from that among the states that are party hereto, this instrument contains elements of a broad base common to all states, and nothing herein contained shall preclude any state from entering into supplementary agreements with another state or affect any other agreements already in force between states. Supplementary agreements may comprehend, but shall not be limited to, provisions for evacuation and reception of injured and other persons and the exchange of medical, fire, police, public utility, reconnaissance, welfare, transportation and communications personnel, and equipment and supplies. (1997-152, s. 1.)

#### **§ 166A-48. Compensation.**

Each party state shall provide for the payment of compensation and death benefits to injured members of the emergency forces of that state and representatives of deceased members of the forces in case the members sustain injuries or are killed while rendering aid pursuant to this Compact, in the same manner and on the same terms as if the injury or death were sustained within their own state. (1997-152, s. 1.)

#### **§ 166A-49. Reimbursement.**

Any party state rendering aid in another state pursuant to this Compact shall be reimbursed by the party state receiving the aid for any loss or damage to or expense incurred in the operation of any equipment and the provision of any service in answering a request for aid and for the costs incurred in connection with the requests; provided, that any aiding party state may assume in whole or in part the loss, damage, expense, or other cost, or may loan the equipment or donate the services to the receiving party state without charge or cost; and provided further, that any two or more party states may enter into supplementary agreements establishing a different allocation of costs among those states. (1997-152, s. 1.)

#### **§ 166A-50. Evacuation.**

Plans for the orderly evacuation and interstate reception of portions of the civilian population as the result of any emergency or disaster of sufficient proportions to so warrant shall be worked

out and maintained between the party states and the emergency management or services directors of the various jurisdictions where any type of incident requiring evacuations might occur. Plans shall be put into effect by request of the state from which evacuees come and shall include the manner of transporting the evacuees, the number of evacuees to be received in different areas, the manner in which food, clothing, housing, and medical care will be provided, the registration of the evacuees, the providing of facilities for the notification of relatives or friends, and the forwarding of the evacuees to other areas or the bringing in of additional materials, supplies, and all other relevant factors. The plans shall provide that the party state receiving evacuees and the party state from which the evacuees come shall mutually agree as to reimbursement of out-of-pocket expenses incurred in receiving and caring for evacuees, for expenditures for transportation, food, clothing, medicines and medical care, and like items. The expenditures shall be reimbursed as agreed by the party state from which the evacuees come and that party state shall assume the responsibility for the ultimate support of repatriation of the evacuees. (1997-152, s. 1.)

**§ 166A-51. Effective date.**

(a) This Compact shall become operative immediately upon its enactment into law by any two states; thereafter, this Compact shall become effective as to any other state upon its enactment by the state.

(b) Any party state may withdraw from this Compact by enacting a statute repealing the same, but no withdrawal shall take effect until 30 days after the governor of the withdrawing state has given notice in writing of the withdrawal to the governors of all other party states. The action shall not relieve the withdrawing state from obligations assumed hereunder prior to the effective date of withdrawal.

(c) Duly authenticated copies of this Compact and of any supplementary agreements as may be entered into shall, at the time of their approval, be deposited with each of the party states and with the Federal Emergency Management Agency and other appropriate agencies of the federal government. (1997-152, s. 1.)

**§ 166A-52. Validity.**

If any provision of this Compact is declared unconstitutional, or the applicability thereof to any person or circumstances is held invalid, the constitutionality of the remainder of this act and the applicability thereof to other persons and circumstances shall not be affected thereby. (1997-152, s. 1.)

**§ 166A-53. Additional provisions.**

Nothing in this Compact shall authorize or permit the use of military force by the National Guard of a state at any place outside that state in any emergency for which the President is authorized by law to call into federal service the militia, or for any purpose for which the use of the Army or the Air Force would in the absence of express statutory authorization be prohibited under section 1385 of Title 18, United States Code. (1997-152, s. 1; 2009-281, s. 1.)

**§ 166A-54. Reserved for future codification purposes.**

**§ 166A-55. Reserved for future codification purposes.**

**§ 166A-56. Reserved for future codification purposes.**

**§ 166A-57. Reserved for future codification purposes.**

**§ 166A-58. Reserved for future codification purposes.**

**§ 166A-59. Reserved for future codification purposes.**

#### Article 5.

#### Emergency Management Certification Program.

**§ 166A-60. Emergency Management Certification Program authority; purpose.**

The Division of Emergency Management in the Department of Public Safety shall establish, as a voluntary program, an Emergency Management Certification Program as provided for in this Article. The purpose of the Program is to strengthen and enhance the professional competencies of emergency management personnel in State and local emergency management agencies. (2009-192, s. 2; 2011-145, s. 19.1(g).)

**§ 166A-61. Program standards and guidelines.**

(a) The Division shall establish standards and guidelines for administration of the Program, including:

- (1) Minimum educational and training standards that must be met in order to qualify for Type IV (entry), Type III (basic), Type II (intermediate), and Type I (advanced) emergency management certification.
- (2) Levels of education or equivalent experience that may be met in order to qualify for the certifications provided for in subdivision (1) of this subsection.
- (3) Levels of education or equivalent experience for instructors who participate in programs or courses of instruction.
- (4) Curricula, syllabi, and other educational materials.
- (5) Mode(s) of delivery of educational and training programs.

(b) In developing the Program, the Division may consult and cooperate with political subdivisions, agencies of the State, other governmental agencies, universities, colleges, community colleges, and other institutions, public or private, concerning the development of the Program and a systematic career development plan, including conducting and stimulating research by public and private agencies designed to improve education and training in the administration of emergency management.

(c) The Division shall study and make reports and recommendations to the Secretary of Public Safety and other appropriate agencies and officials concerning compliance with federal guidance, training, educational, technical assistance needs, and equipment needs of State and local emergency management agencies. (2009-192, s. 2; 2011-145, s. 19.1(g).)

**§ 166A-62. Emergency Management Training and Standards Advisory Board.**

(a) The Secretary of Public Safety shall establish and appoint the Emergency Management Training and Standards Advisory Board to provide oversight of training and certification programs established pursuant to this Article.

(b) The composition of the Board shall include emergency management subject matter experts representative of the State, its political subdivisions, and private industry.

- (c) The duties of the Board shall include:
  - (1) Oversight of the Emergency Management Certification Program.
  - (2) Review of applications for certification.
  - (3) Issuance of certifications at least semiannually.
- (d) The Board shall meet at least semiannually and at other times at the discretion of the Secretary. (2009-192, s. 2; 2011-145, s. 19.1(g).)

**§ 166A-63. Issuance of certification; reciprocity; renewal.**

- (a) The Emergency Management Training and Standards Advisory Board shall issue documentation of certification, in a form and manner prescribed by the Division, to each applicant within North Carolina demonstrating successful completion of the requirements for the level of certification sought by the applicant.
- (b) The Board may issue documentation of certification to any person in another state or territory if the person's qualifications were, at the date of registration or certification, substantially equivalent to the requirements established pursuant to this Article.
- (c) Every person certified pursuant to this Article who desires to maintain certification shall apply for renewal of certification within five years of the date of original certification or certification renewal.
- (d) Renewal of Type I (advanced) certification is subject to completion of at least 24 hours of continuing education requirements as established by the Board.
- (e) A certification that is not renewed in accordance with this section automatically expires. The Board may approve reinstatement of an expired certification upon good cause shown by the applicant.
- (f) Certifications that have been expired for more than five years shall not be reinstated. (2009-192, s. 2.)

**§ 166A-64:** Reserved for future codification purposes.

Article 6.

North Carolina Search and Rescue.

**§ 166A-65. Definitions.**

The following definitions apply in this Article:

- (1) Contract response team. - A search and rescue team, specialty rescue team, or incident support team.
- (2) Incident support team. - A team of trained emergency response personnel, organized to provide coordination between governmental agencies and nongovernmental organizations as well as technical and logistical support to search and rescue teams and specialty rescue teams.
- (2a) Search and rescue team. - A specialized team or group of teams, organized with capabilities equivalent to search and rescue teams established under the Federal Emergency Management Agency in order to assist in the removal of trapped victims during emergencies, including, but not limited to, collapsed structures, trench excavations, elevated locations, and other technical rescue situations.
- (3) Secretary. - The Secretary of the Department of Public Safety.

- (4) Specialty rescue team. - A specialized response team, organized to provide technical rescue assistance to first responders. The term includes, but is not limited to, a canine search and rescue or disaster response team, a cave search and rescue team, a collapse search and rescue team, a mine and tunnel search and rescue team, and a swift water or flood search and rescue team. A specialty rescue team shall be aligned with one or more of the search and rescue categories within the Federal Emergency Management Agency's national resource typing system.
- (5) Repealed by Session Laws 2017-57, s. 16E.2, effective July 1, 2017. (2014-27, s. 4; 2017-57, s. 16E.2; 2017-170, s. 1.)

**§ 166A-66. North Carolina Search and Rescue Program.**

(a) The Secretary shall adopt rules establishing a program for search and rescue that relies on contracts, memorandums of understanding, and memorandums of agreement with contract response teams. The program shall be administered by the Division of Emergency Management. To the extent possible, the program shall be coordinated with other emergency planning activities of the State. The program shall include contract response teams located strategically across the State that are available to provide 24-hour dispatch from the Division of Emergency Management Operations Center. The rules for the program shall include:

- (1) Standards, including training, equipment, and personnel standards required to operate a contract response team.
- (2) Guidelines for the dispatch of a contract response team to a search and rescue team or specialty rescue team mission.
- (3) Guidelines for the on-site operations of a contract response team.
- (4) Standards for administration of a contract response team, including procedures for reimbursement of response costs.
- (5) Refresher and specialist training for members of contract response teams.
- (6) Procedures for recovering the costs of a search and rescue team or specialty rescue team mission.
- (7) Procedures for bidding and contracting for search and rescue team and specialty rescue team missions.
- (8) Criteria for evaluating bids for search and rescue team and specialty rescue team missions.
- (9) Delineation of the roles of the contract response team, local public safety personnel, the Division of Emergency Management's area coordinator, and other State agency personnel participating in a search and rescue team or specialty rescue team mission.
- (10) Procedures for the Division of Emergency Management to audit the contract response teams to ensure compliance with State and federal guidelines.

(b) Within available appropriations, the Division of Emergency Management shall spend the necessary funds for training, equipment, and other items necessary to support the operations of contract response teams. The Division of Emergency Management may also administer any grants of other funds made available for contract response teams, in accordance with applicable rules and regulations approved by the Director of the State Budget.

(c) In developing the North Carolina Search and Rescue Program and adopting the rules required by this section, the Secretary shall consult with the North Carolina Search and Rescue

Team Advisory Committee established pursuant to G.S. 166A-69. (2014-27, s. 4; 2017-57, s. 16E.2; 2017-170, s. 1.)

**§ 166A-67. Contracts; equipment loans.**

(a) The Secretary may contract with any unit or units of local government for the provision of a contract response team to implement the North Carolina Search and Rescue Program. Contracts are to be let consistent with the bidding and contract standards and procedures adopted pursuant to G.S. 166A-66(a)(7) and G.S. 166A-66(a)(8). In entering into contracts with units of local government, the Secretary may agree to provide any of the following:

- (1) A loan of equipment.
- (2) Reimbursement of personnel costs, including the cost of callback personnel, when a contract response team is authorized by the Department to respond to search and rescue team and specialty rescue team missions.
- (3) Reimbursement for use of equipment and vehicles owned by the contract response team.
- (4) Replacement of disposable materials and damaged equipment.
- (5) Training expenses.
- (6) Anything else agreed to by the Secretary and the contract response team.

(b) The Secretary shall not agree to provide reimbursement for standby time.

(c) Any contract entered into between the Secretary and a unit of local government for the provision of a contract response team shall specify that the members of the contract response team, when performing under the contract, shall not be employees of the State and shall not be entitled to benefits under the Teachers' and State Employees' Retirement System or for the payment by the State of federal Social Security, employment insurance, or workers' compensation.

(d) Contract response teams that have the use of a State vehicle may use the vehicle for local purposes. Where a State vehicle is used for purposes other than authorized contract response to a search and rescue team and specialty rescue team mission, the contract response team shall be liable for repairs or replacements directly attributable to that use. (2014-27, s. 4; 2017-57, s. 16E.2; 2017-170, s. 1.)

**§ 166A-68. Immunity of contract response team personnel.**

Members of a contract response team shall be protected from liability under the provisions of G.S. 166A-19.60(a) while on a search and rescue team or specialty rescue team mission pursuant to authorization from the Division of Emergency Management. (2014-27, s. 4; 2017-57, s. 16E.2; 2017-170, s. 1.)

**§ 166A-69. North Carolina Search and Rescue Team Advisory Committee.**

(a) The North Carolina Search and Rescue Team Advisory Committee is created. The Secretary shall appoint the members of the Committee and shall designate the Director or Deputy Director of the North Carolina Division of Emergency Management as the chair. In making appointments, the Secretary shall take into consideration the expertise of the appointees in the management of search and rescue or specialty response team missions. The Secretary shall appoint one representative from each of the following:

- (1) The Division of North Carolina Emergency Management, who shall be the Director or Deputy Director of the North Carolina Division of Emergency Management and who shall serve as the chair.
- (2) Each state regional contract response team's Chief or Deputy Chief.
- (3) The North Carolina Office of State Fire Marshal.
- (4) The North Carolina Highway Patrol.
- (5) The North Carolina National Guard.
- (6) The North Carolina Association of Rescue and E.M.S., Inc.
- (7) The North Carolina Association of Fire Chiefs.
- (8) The North Carolina State Firefighters' Association.
- (9) The North Carolina Emergency Management Association.

(b) The Advisory Committee shall meet on the call of the chair, or at the request of the Secretary, provided that the Committee shall meet no less than once every year. The Department of Public Safety shall provide space for the Advisory Committee to meet. The Department shall also provide the Advisory Committee with necessary support staff and supplies to enable the Committee to carry out its duties in an effective manner.

(c) Members of the Advisory Committee shall serve without pay, but shall receive travel allowance, lodging, subsistence, and per diem as provided by G.S. 138-5.

(d) The Contract Response Team Advisory Committee shall advise the Secretary on the establishment of the North Carolina Search and Rescue Program. The Committee shall also evaluate and advise the Secretary of the need for additional contract response teams to serve the State. (2014-27, s. 4; 2016-51, s. 6; 2017-57, s. 16E.2; 2017-170, s. 1.)

## **Appendix G - Wayne County Code of Ordinances – Chapter 22 and Chapter 23**

### **Chapter 22 - CIVIL EMERGENCIES**

Footnotes:

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**State Law reference**— County emergency management, G.S. 166A-7; local emergency authorizations, G.S. 166A-8; county power to adopt ordinances to address states of emergency, G.S. 14-288.13; ordinances may be effective if state of emergency exists or is imminent, G.S. 14-288.17.

Sec. 22-1. - Short title.

This chapter shall be known and may be cited and referred to as "Emergency Management Ordinance for the County of Wayne."

(Ord. of 10-2-1984, § 1)

Sec. 22-2. - Intent and purpose.

- (a) It is the intent and purpose of this chapter to establish an office that will ensure the complete and efficient utilization of all of the county's resources to combat disaster resulting from enemy actions or other disasters as defined herein.
- (b) County office of emergency management will be the coordinating agency for all activity in connection with emergency management, and will be the instrument through which the board of commissioners may exercise the authority and discharge the responsibilities vested in them during disaster emergencies.
- (c) This chapter will not relieve the county department of the moral responsibilities or authority given to it in the county Charter or by local ordinances, nor will it adversely affect the work of any volunteer agency organized for relief in disaster emergencies.

(Ord. of 10-2-1984, § 2)

Sec. 22-3. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Attack* means direct or indirect assault against the county, its government, its environs, or of the nation, by the forces of a hostile nation or the agents thereof, including assault by bombing, conventional or nuclear, chemical or biological warfare, or sabotage.

*Coordinator* means the coordinator of the Wayne County Emergency Management Agency, appointed as prescribed in this chapter.

*Disaster* includes, but is not limited to actual or threatened enemy attack, sabotage, extraordinary fire, flood, storm, epidemic or other impending or actual calamity endangering or threatening to endanger health, life or property of constituted government.

*Emergency management* means to carry out the basic government functions of maintaining the public peace, health and safety during an emergency. This shall include plans and



preparations for protection and relief, recovery and rehabilitation from effects of an attack by the forces of an enemy nation or the agents thereof, and it shall also include such activity in connection with disaster as defined herein. It shall not, however, include any activity that is the primary responsibility of the military forces of the United States.

*Emergency management forces* means the employees, equipment and facilities of all county departments, boards, councils, institutions and commissions; and, in addition, it shall include all volunteer personnel, equipment and facilities contributed by, or obtained from, volunteer persons or agencies.

*Emergency management volunteer* means any person duly registered, identified and appointed by the coordinator of the county emergency management agency and assigned to participate in the emergency management activities.

*Regulations* includes plans, programs and other emergency procedures deemed essential to emergency management.

*Volunteer* means contributing a service, equipment or facilities to the emergency management agency without remuneration.

(Ord. of 10-2-1984, § 3)

#### Sec. 22-4. - Organization and appointments.

(a) The county office of emergency management shall consist of the following:

- (1) An agency of emergency management within the executive department of the county government under the direction of the board of commissioners. The agency head of the county emergency management agency shall be known as the coordinator, and such assistants and other employees as are deemed necessary for the proper functioning of the agency will be appointed.
- (2) The employees and resources of all county departments, boards, institutions, and councils will participate in the emergency management activities. Duties assigned to county departments shall be the same as or similar to the normal duties of the department, where possible.
- (3) Volunteer personnel and agencies offering service to, and accepted by, the county.

(b) The board of commissioners shall appoint a coordinator of the county emergency management agency who shall be a person well versed and trained in planning operations involving the activities of many different agencies which will operate to protect the public health, safety and welfare in the event of danger from enemy action or disaster as defined in this chapter.

(c) The coordinator shall designate and appoint deputy coordinators to assume the emergency duties of the coordinator in the event of his absence or inability to act.

(Ord. of 10-2-1984, § 4)

Sec. 22-5. - Emergency powers and duties.

During any period of disaster or when the county has been struck by disaster, within the definition of this chapter, the emergency management coordinator may promulgate such regulations as he deems necessary to protect life and property and preserve critical resources. This promulgation of regulations solely by the coordinator will be only when immediacy of necessary action precludes contact and discussion with the county commissioners. Such regulations may include, but shall not be limited to, the following:

- (1) Regulations prohibiting or restricting the movement of vehicles in order to facilitate the work of emergency management forces, or to facilitate the mass movement of personnel from critical areas within the county.
- (2) Regulations pertaining to the movement of persons from areas deemed to be hazardous or vulnerable to disaster.
- (3) Such other regulations necessary to preserve public peace, health and safety.
- (4) Regulations promulgated in accordance with the authority above will be given widespread circulation through all avenues of the news media.

(Ord. of 10-2-1984, § 5)

Sec. 22-6. - Day-to-day duties and responsibilities of the coordinator.

The coordinator shall be responsible to the board of commissioners in regard to all phases of the emergency management activities. The coordinator shall be responsible for the planning, coordination and operation of the emergency management activities in the county. The coordinator shall maintain liaison with the state and federal authorities and the authorities of nearby political subdivisions so as to ensure the most effective operation of the emergency management plans. The coordinator's duties shall include, but not be limited to, the following:

- (1) Coordinating the recruitment of volunteer personnel and agencies to augment the personnel and facilities of the county for emergency management purposes.
- (2) Development and coordination of plans for the immediate use of all facilities, equipment, manpower and other resources of the county for the purpose of minimizing or preventing damage to persons and property; and protecting and restoring to usefulness governmental services and public utilities necessary for the public health, safety, and welfare.
- (3) Negotiating and concluding agreements with owners or persons in control of building or other property for the use of such building or other property for the emergency management purposes and designating suitable buildings as public shelters.
- (4) Through public informational programs, educating the populace as to actions necessary and required for the protection of their persons and property in case of enemy attack or disaster as defined herein, either impending or present.
- (5) Conducting public practice alerts to ensure the efficient operation of the emergency management forces and to familiarize residents with emergency management regulations, procedures and operations.

- (6) Coordinating the activity of all other public and private agencies engaged in any emergency management activities.

(Ord. of 10-2-1984, § 6)

Sec. 22-7. - Emergency management plans.

- (a) Comprehensive emergency management plans shall be adopted and maintained by resolution of the board of commissioners. In the preparations of these plans as it pertains to city and county organization, it is intended that the services, equipment and facilities and personnel of all existing departments and agencies shall be utilized to the fullest extent. When approved, it shall be the duty of all municipal departments and agencies to perform the functions assigned by these plans and to maintain their portions of the plans in a current state of readiness at all times. The emergency operations plan for nuclear civil protection and the disaster relief and assistance plan shall have the effect of law whenever a disaster, as defined in this chapter, has been proclaimed.
- (b) The coordinator shall prescribe in the emergency plans those positions within the disaster organization, in addition to his own, for which lines of succession are necessary. In each instance, the responsible person will designate and keep on file with the coordinator a current list of three persons as successors to his position. The list will be in order of succession and will nearly as possible designate persons best capable of carrying out all assigned duties and functions.
- (c) Each service chief and department head assigned responsibility in the basic plan shall be responsible for carrying out all duties and functions assigned therein. Duties will include the organization and training of assigned employees and where needed volunteers. Each chief shall formulate the operations plan for his service which, when approved, shall be an annex to and a part of the basic plan.
- (d) Amendments to the basic plan shall be submitted to the coordinator. If approved, the coordinator will then submit the amendments to the board of commissioners with his recommendation for their approval. Such amendments shall take effect 30 days from the date of approval.
- (e) When a required competency or skill for a disaster function is not available within local government, the coordinator is authorized to seek assistance from persons outside of government. The assignment of duties, when of a supervisory nature, shall also include the granting of authority for the persons so assigned to carry out such duties prior, during, and after the occurrence of a disaster. Such services from persons outside of government may be accepted by local government on a volunteer basis. Such citizens shall be enrolled as emergency management volunteers in cooperation with the heads of local government departments affected.

(Ord. of 10-2-1984, § 7)

Sec. 22-8. - No municipal or private liability.

- (a) This chapter is an exercise by the county of its governmental functions for the protection of the public peace, health, and safety, and neither the county nor agents and representatives of same, nor any individual, receiver, firm, partnership, corporation, association, nor trustee, or any of the agents thereof in good faith carrying out, complying with or attempting to comply with any order, rule or regulation promulgated pursuant to the provisions of this chapter, shall be liable for any damage sustained to persons or property as the result of said activity.
- (b) Any person owning or controlling real estate or other premises who voluntarily and without compensation grants the county the right to inspect, designate and use the whole or any part of such real estate or premises for the purpose of sheltering persons during an actual, impending or practice disaster situation shall not be civilly liable for the death of, or injury to, any persons on or about such real estate or premises under such license, privilege or other permission; or for loss of, or damage to, the property of such person.

(Ord. of 10-2-1984, § 8)

## Chapter 23 - STATE OF EMERGENCY

Sec. 23-1. - Territorial applicability.

This chapter shall not apply within the corporate limits of any municipality, or within any area of the county over which a municipality has jurisdiction to enact general police-power ordinances, unless the municipality by resolution consents to its application, in which event it shall apply to the areas as fully and to the same extent as elsewhere in the county.

(Ord. of 3-26-2020)

Sec. 23-2. - "state of emergency" defined; restrictions authorized.

- (a) A state of emergency shall be deemed to exist whenever, during times of public crisis, disaster, rioting, catastrophe, pandemic, or similar public emergency, for any reason, public safety, authorities are unable to maintain public order or afford adequate protection for lives, safety or property, or whenever the occurrence of any condition is imminent.
- (b) In the event of an existing or threatened state of emergency endangering the lives, safety, health and welfare of the people within the county or any part thereof, or threatening damage to or destruction of property, the chairperson of the board of commissioners is hereby authorized and empowered under G.S. Chapter 166A, to issue a public proclamation declaring to all persons the existence of a state of emergency, and, in order to more effectively protect the lives and property of people within the county, to place in effect any or all of the restrictions authorized in this chapter.
- (c) The chairperson is hereby authorized and empowered to limit, by the proclamation, the application of all or any part of the restrictions to any area specifically designated or described within the county and to specific hours of the day or night, and to exempt from all or any part of the restrictions, while acting in the line of and within the scope of their respective duties, law enforcement officers, firefighters and other public employees, rescue squad members,

doctors, nurses, employees of hospitals and other medical facilities; on-duty military personnel whether state or federal; on-duty employees of public utilities, public transportation companies and newspapers, magazine, radio broadcasting and television broadcasting corporations operated for profit; and the other classes of persons as may be essential to the preservation of public order and immediately necessary to serve the safety, health and welfare needs of the people within the county.

(Ord. of 3-26-2020)

Sec. 23-3. - State of emergency proclaimed, generally.

- (a) The chairperson of the board of commissioners, by proclamation, may impose the prohibitions and restrictions specified in sections 23-6 and 23-7 in the manner described in those sections. The chairperson may impose as many of those specified prohibitions and restrictions as he or she finds necessary, because of an emergency, to maintain an acceptable level of public order and services, and to protect lives, safety and property. The chairperson shall recite the findings in the proclamation.
- (b) The proclamation shall be in writing. The chairperson shall take reasonable steps to give notice of the terms of the proclamation to those affected by it and shall post a copy of it in the county courthouse. The chairperson shall retain a text of the proclamation and furnish, upon request, certified copies of it for use and evidence.

(Ord. of 3-26-2020)

Sec. 23-4. - Proclamation, amendments to.

The chairperson may amend or extend the proclamation from time to time, making the modifications as he or she would have been authorized to include in the original proclamation. The proclamation shall expire 30 days after its last imposition unless sooner terminated.

(Ord. of 3-26-2020)

Sec. 23-5. - Evacuation.

A proclamation may direct and compel the evacuation of all or part of the population of the county by prescribed routes, modes of transportation and destination in connection with evacuation and may control ingress and egress of a disaster area and the occupancy of premises therein.

(Ord. of 3-26-2020)

Sec. 23-6. - Curfew.

- (a) The proclamation may impose a curfew prohibiting in certain areas and, during certain periods, the appearance in public of anyone who is not a member of an exempted class. The proclamation shall specify the geographical area or areas and the period during each 24-hour day to which the curfew applies. The chairperson may exempt from some or all of the curfew restrictions classes of people whose exemption the chairperson finds necessary for the preservation of the public health, safety and welfare. The proclamation shall state the exempted classes and the restrictions from which each is exempted.

- (b) Unless otherwise specified in the proclamation, the curfew shall apply during the specified period each day until the chairperson by proclamation removes the curfew.

(Ord. of 3-26-2020)

Sec. 23-7. - Restrictions.

(a) *Intoxicating liquor.*

- (1) The proclamation may prohibit the possession or consumption of any intoxicating liquor, including beer and wine, other than on one's own premises, and may prohibit the transfer, transportation, sale or purchase of any intoxicating liquor within the area of the county described in the proclamation.
- (2) The prohibition, if imposed, may apply to transfers of intoxicating liquor by employees of alcoholic beverage control stores as well as by anyone else within the geographic area described.

(b) *Dangerous weapons and substances.*

- (1) The proclamation may prohibit the transportation or possession off one's own premises, or the sale or purchase of any dangerous weapon or substance. The chairperson may exempt, from some or all of the restrictions, classes of people whose possession, transfer or transportation of certain dangerous weapons or substances is necessary to the preservation of the public health, safety or welfare. The proclamation shall state the exempted classes and the restrictions from which each is exempted.
- (2) *Dangerous weapon or substance* means:
  - (a) Any deadly weapon, ammunition, incendiary device, radioactive materials or devices, explosive, gasoline or other instrument or substance designed for a use that carries a threat of serious bodily injury or destruction of property;
  - (b) Any other instrument or substance that is capable of being used to inflict serious bodily injury or destruction of property, when the circumstances indicate that there is some probability that the instrument or substance will be so destructively used; and
  - (c) Any part or ingredient in any instrument or substance included above.
- (3) If imposed, the restrictions shall apply throughout the jurisdiction of the county or the part thereof as designated in the proclamation.
- (4) A violation of this section shall be punishable as provided by state statute.

(c) *Access to areas.*

- (1) The proclamation may prohibit obtaining access or attempting to obtain access to any area, designated in the manner described in this section, in violation of any order, clearly-posted notice or barricade indicating that access is denied or restricted.
- (2) Areas to which access is denied or restricted shall be designated by the sheriff and his or her subordinates when directed in the proclamation to do so by the chairperson. When acting under this authority, the sheriff and his or her subordinates may restrict or deny access or any area, street, highway or location within the county if that restriction or

denial of access or use is reasonably necessary to promote efforts being made to overcome the emergency or to prevent further aggravation of the emergency.

(d) *Other restrictions.* The proclamation may prohibit or restrict:

- (1) Movements of people in public places;
- (2) The operation of offices, business establishments and other places to or from which people may travel or at which they may congregate; and
- (3) Other activities or conditions, the control of which may be reasonably necessary to maintain order and protect lives or property during the state of emergency, within the area designated in the proclamation.

(Ord. of 3-26-2020)

Sec. 23-7.5. - Prohibitions and restrictions, removal of.

The chairperson shall, by proclamation, remove the prohibitions and restrictions as the emergency no longer requires them or when directed to do so by the board of commissioners.

(Ord. of 3-26-2020)

**Editor's note**— Ord. of 3-26-2020, adopted March 26, 2020, set out provisions intended for use as 23-7. The duplicate section numbering, at the editor's discretion, has been included as 23-7.5.

Sec. 23-8. - Separate and superseding proclamations.

The chairperson, in his or her discretion, may invoke the restrictions authorized by this chapter in separate proclamations and may amend any proclamation by means of a superseding proclamation.

(Ord. of 3-26-2020)

Sec. 23-9. - Chairperson, absentee or disability.

In case of the absence or disability of the chairperson, the vice-chairperson of the board of commissioners, or the other person as may be designated by the board of commissioners, shall have and exercise all of the powers herein given the chairperson.

(Ord. of 3-26-2020)

Sec. 23-10. - Violations of subchapter.

Any person violating any prohibition or restriction imposed by a proclamation authorized by this chapter shall be guilty of a misdemeanor.

(Ord. of 3-26-2020)

Sec. 23-11. - Organization and appointments.

The EMS director is hereby appointed to take the steps set out in section 22-4, section 22-5, and section 22-6 of this Code of Ordinances.

(Ord. of 3-26-2020)

Sec. 23-12. - Severability.

If any section, subsection, sentence, clause or phrase of this subchapter is for any reason held to be invalid by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this subchapter.

(Ord. of 3-26-2020)



**Appendix H – Resolution for Wayne County Adopting the use of NIMS**

**RESOLUTION# XXXX-XX: A RESOLUTION ADPOTING THE NATIONAL INCIDENT  
MANAGEMENT SYSTEM AND THE INCIDENT COMMAND SYSTEM FOR USE DURING  
EMERGENCY INCIDENTS  
FROM Month Day, Year**

**WHEREAS**, The National Incident Management Systems (NIMS) has been developed by the Secretary of Homeland Security at the request of the President to integrate effective practice in emergency response into a comprehensive national framework for incident management; and

**WHEREAS**, the NIMS will enable responders at all levels to work together more effectively to manage domestic incidents no matter what the cause, size or complexity, including catastrophic acts of terrorism and disasters, and

**WHEREAS**, federal departments and agencies are required to make adoption of SIMS by state and local organizations a condition of federal preparedness assistance after Oct. 1, 2004 (FY 2005); and

**WHEREAS**, the benefits of the NIMS will include:

- Standardized organizational structures, processes and procedures;
- Standards for planning, training and exercising;
- Personnel qualifications standards;
- Equipment acquisition and certification standards;
- Interoperable communications processes, procedures and systems;
- Information management systems with a commonly accepted architecture;
- Supporting technologies – voice and data communications systems, information systems, data display systems, specialized technologies; and
- Publication management processes and activities.

**NOW THEREFORE BE IT RESOLVED** that the Wayne County Board of Commissioners hereby approves and adopts the use of the National Incident Command System in the use of emergency operations.

Adopted this \_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
E. Ray Mayo, Chairman  
Wayne County Board of Commissioners

Attest:

\_\_\_\_\_  
Carol Bowden  
Clerk to the Board

**Appendix I – Declaration of a State of Emergency for Wayne County**

**PROCLAMATION OF A STATE OF EMERGENCY**



**WAYNE COUNTY EMERGENCY OPERATIONS PLAN**

**WHEREAS,** \_\_\_\_\_; and

**WHEREAS,** as a result of the above-described emergency, I have determined that there is an imminent threat of, or existing conditions have caused or will cause, widespread or severe damage, injury, or loss of life or property, and public safety authorities will be unable to maintain public order or afford adequate protection for lives or property; and

**WHEREAS,** declaring a State of Emergency and imposing the restrictions and prohibitions ordered herein is necessary to maintain order and protect public health, safety, and welfare, and to secure property; and

**WHEREAS,** it is essential that Wayne County employees and employees of the Wayne County Sheriff, whether exempt or nonexempt, work extended hours to maintain order and protect public health, safety, and welfare to secure private and public property.

**NOW, THEREFORE,** pursuant to Chapter 22 of the Wayne County Code of Ordinance, Chapter 166A of the North Carolina General Statutes, and Article 36A, Chapter 14 of the North Carolina General Statutes:

**Section 1.** A State of Emergency is hereby declared within Wayne County as more particularly described in Section 2.

**Section 2.** The emergency area covered by this State of Emergency shall be:

- ☐ All unincorporated areas within the jurisdiction of Wayne County
- ☐ All areas within the jurisdiction of Wayne County  
(*At the request and consent of the Mayors*)

- ☐ The following specific areas within the jurisdiction of Wayne County  
(*At the request and consent of the Mayors*)
- 
- 
- 

**Section 3.** The following restrictions and prohibitions are imposed (*check all that apply*):

- ☐ **Evacuation:** In the best interest of public safety and protection, it is necessary to evacuate the civilian population from \_\_\_\_\_. Citizens are free to use any type of legal transportation, but should only use designated evacuation routes, as determined by Wayne County Office of Emergency Services.
- ☐ **Restricted Access:** Access to any area, location, or street where such a restriction is necessary in order to help overcome this emergency or to prevent the emergency from escalating will be restricted and/or denied. Access will be indicated and restricted by means of barricades, posted notices or by agents working in their official capacity.
- ☐ **Curfew:** In the best interest of public safety, the following curfew is hereby imposed to begin \_\_\_\_\_ and will cease at such time as this Proclamation of a State of Emergency is terminated.
- A. No person not exempted by this proclamation shall appear in the geographical area described in this proclamation between the hours of \_\_\_\_\_ and \_\_\_\_\_ of any day until this curfew is removed by termination.
- B. This curfew shall apply to the following geographical area: \_\_\_\_\_
- 
- 
- C. To the preservation of the public health, safety and welfare, these curfew restrictions are exempt to the following classes of people in the circumstances indicated:
- i. All employees of the affected area who are in their official capacity during the curfew hours;
  - ii. All other law enforcement or other government or service providers responding in their official capacity;

- iii. Those whose appearance is essential in order to obtain or furnish a service or commodity which is immediately necessary to sustain the health or well-being of themselves or of someone within the curfew area; and
- iv. Those whose appearance necessarily occurs in the process of leaving a place at which they were temporarily engaged and for which they could not reasonably have planned their departure so as to avoid appearing during the period in which the curfew was applicable.

☐ **Alcohol:** There shall be no sale, consumption, transportation, or possession of alcoholic beverages within the geographical area noted in Section 2 during this State of Emergency, except for that is allowed on a person's own premises.

☐ **Dangerous Weapons:** There shall be no possession, transportation, sale, purchase, storage, and use of any dangerous weapons, including but not limited to rifles, shotguns, pistols, or ammunition for any weapon within the geographical area noted in Section 2 during this State of Emergency, except for that with is allowed on a person's own premises. Duly sworn Law Enforcement Officers acting in their official capacity are exempt.

☐ **Other:** \_\_\_\_\_

☐ **No restrictions or prohibitions are imposed at this time.**

**Section 4.** I hereby order all law enforcement officers and employees and all other emergency response personnel subject to our control to cooperate in the enforcement and implementation of the provisions of this Proclamation, all applicable local ordinances, state and federal laws, as well as the Wayne County Emergency Operations Plan.

**Section 5.** In such cases of employees referenced in the whereas above who are responding or call back employees, exempt and nonexempt, will be paid overtime for time worked over forty (40) hours in a given seven-day workweek beginning Sunday midnight to Saturday at 2359 hours. Overtime for law enforcement and detention employees, however, shall be based on a 28-day cycle with overtime being any hours worked in excess of 171 hours for law enforcement and detention employees during the cycle. The 911 and EMS personnel work on a fluctuating workweek. Telecommunicators and EMS employees' week begins Sunday at 7:00 am. Accounting for overtime for all departments shall be done on the official payroll time card or record.

**Section 6.** The Board of Commissioners hereby authorize the County Manager, in coordination with Human Resources, to modify the Wayne County Personnel Policy as needed to address the current emergency incident.

**Section 7.** The Board of Commissioners hereby order this proclamation: (a) to be distributed to the news media and other organizations calculated to bring its contents to the attention of the general public; (b) to be filed with Clerk to the governing Board and (c) to be distributed to others as necessary to ensure proper implementation of this proclamation.

**Section 8.** Penalty for Violation – Any person who violates any provision of an ordinance or a declaration enacted or declared pursuant to General Statute 166A, or who violated any provision of a declaration or executive order issued pursuant to General Statute 166A is guilty of a Class 2 misdemeanor. Further violations may be imposed in accordance with Article 36A, Chapter 14 of the North Carolina General Statutes.

**Section 9.** This document may be amended by Office of Emergency Services staff that issued the State of Emergency.

**Section 10.** This proclamation shall take effect on \_\_\_\_\_ at \_\_\_\_\_, and shall remain in effect until modified or terminated.

**DECLARED** this the \_\_\_\_\_(date) at \_\_\_\_\_(time)

---

*E. Ray Mayo, Chairman  
Wayne County Board of Commissioners*

*Attest:*

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*Carol Bowden, Clerk to the Board*

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*Craig Honeycutt, County Manager*

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*Office of Emergency Services (Print & Sign)*

**Appendix J – Termination of a State of Emergency for Wayne County**

**PROCLAMATION TERMINATING A STATE OF EMERGENCY**



**WAYNE COUNTY EMERGENCY OPERATIONS PLAN**

**WHEREAS**, on \_\_\_\_\_ at \_\_\_\_\_, as Chairman of the Board of Commissioners of Wayne County, I determined and declared that a State of Emergency existed within Wayne County; and

**WHEREAS**, I have determined that the conditions constituting a state of emergency no longer exists in Wayne County.

**NOW, THEREFORE**, I hereby terminate the above referenced declaration of a state of emergency and all restrictions and orders contained therein.

This declaration is effective immediately.

**DECLARED** this the \_\_\_\_\_ (date) at \_\_\_\_\_ (time)

\_\_\_\_\_  
*Chairman, Wayne County Board of Commissioners*

**ATTEST:**

\_\_\_\_\_  
Wayne County Clerk to the Board

**Appendix K – Addendum to a Declaration of a State of Emergency****ADDENDUM TO PROCLAMATION OF STATE OF EMERGENCY**

Pursuant to the Declaration of a State of Emergency issued on \_\_\_\_\_ by the County of Wayne in reference to \_\_\_\_\_ to include all jurisdictions as authorized by the Wayne County Code of Ordinance, Chapter 166A-19.31(b) of the North Carolina General Statutes, The following provision shall be amended:

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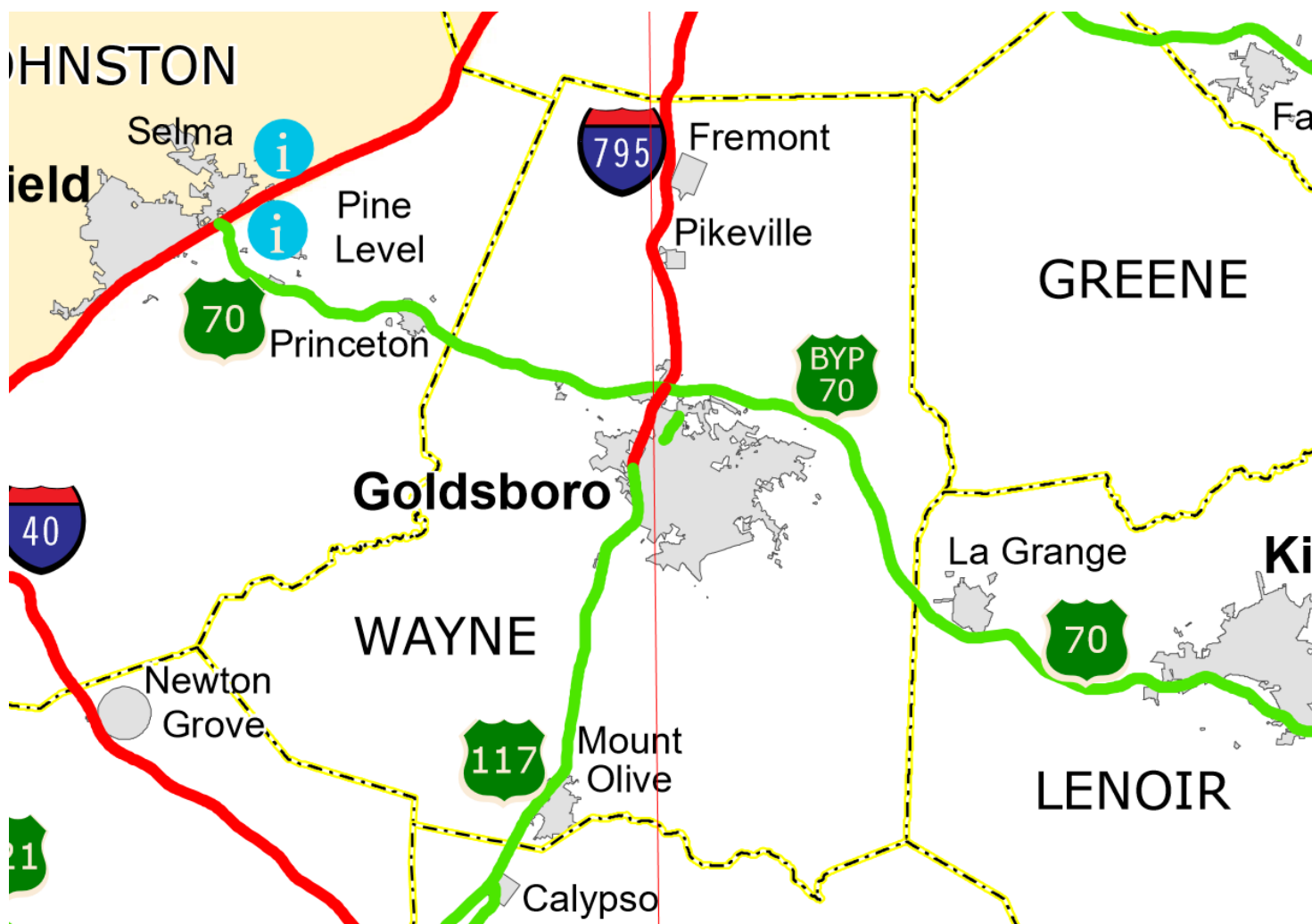
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Issued the \_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
County Manager

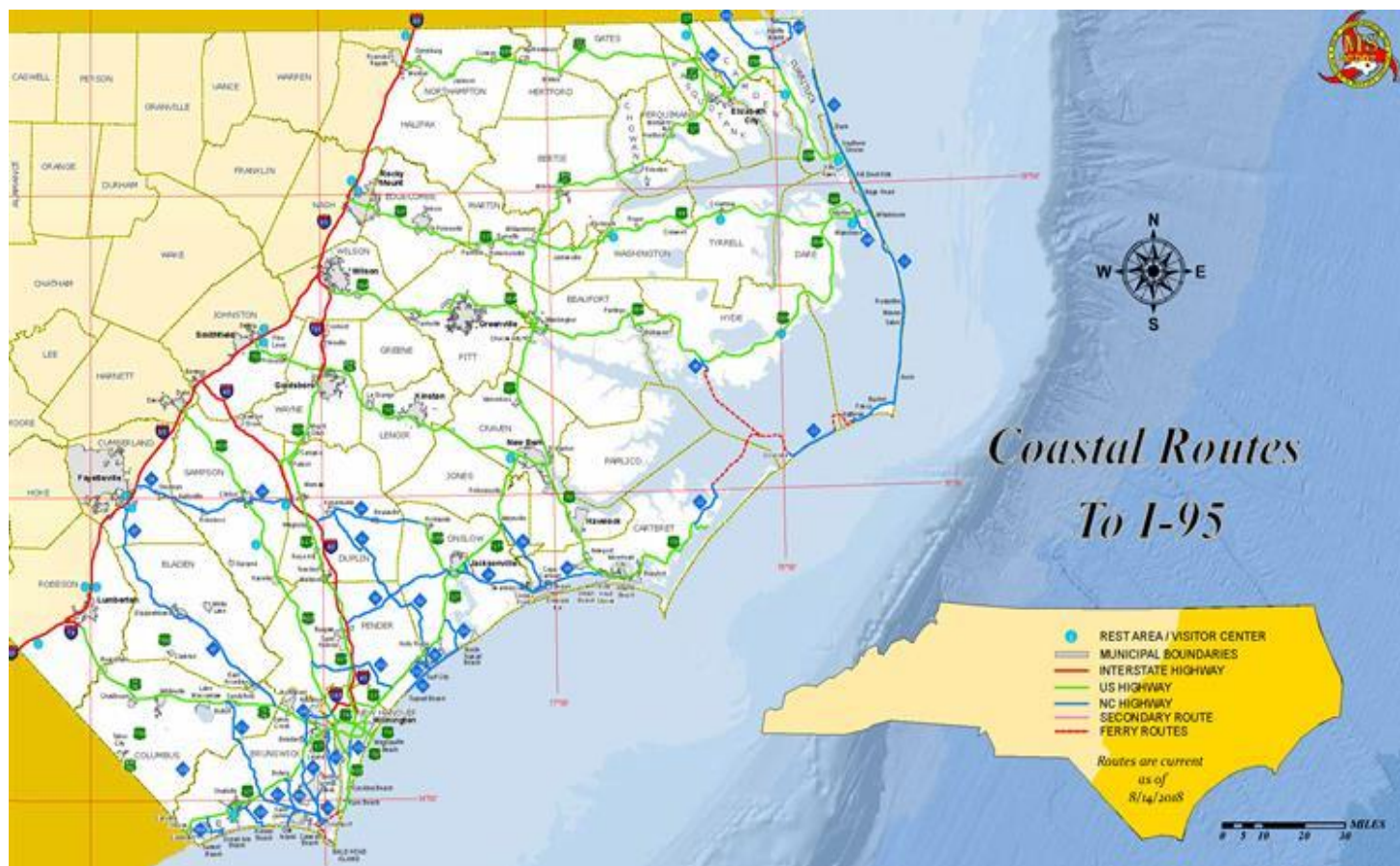
\_\_\_\_\_  
Office of Emergency Services

Appendix L – Wayne County Hurricane Evacuation Routes





## Appendix M – Eastern North Carolina Hurricane Evacuation Routes



**Appendix N – Mutual Aid Agreement with the State of North Carolina**

**NORTH CAROLINA STATEWIDE EMERGENCY  
MANAGEMENT  
MUTUAL AID AND ASSISTANCE AGREEMENT  
Revision — 2020**

THIS AGREEMENT IS ENTERED INTO BETWEEN THE NORTH CAROLINA DEPARTMENT OF PUBLIC SAFETY, AND ITS DIVISION OF EMERGENCY MANAGEMENT OF THE STATE OF NORTH CAROLINA AND BY EACH OF THE ENTITIES THAT EXECUTES AND ADOPTS THE UNDERSTANDINGS, COMMITMENTS, TERMS, AND CONDITIONS CONTAINED HEREIN:

WHEREAS, the State of North Carolina is geographically vulnerable to a variety of natural disasters;

WHEREAS, Chapter 166A of the North Carolina General Statutes, entitled the North Carolina Emergency Management Act, recognizes this vulnerability and provides that its intended purposes are to:

- (1) Reduce vulnerability of people and property of this State to damage, injury, and loss of life and property;
- (2) Prepare for prompt and efficient rescue, care, and treatment of threatened or affected persons;
- (3) Provide for the rapid and orderly rehabilitation of persons and restoration of property; and
- (4) Provide for cooperation and coordination of activities relating to emergency and disaster mitigation, preparedness, response, and recovery;

WHEREAS, in addition to the State, the Federal Emergency Management Agency (FEMA) has recognized the importance of the concept of coordination between the State and local governments;

WHEREAS, under Chapter 166A and other chapters of the North Carolina General Statutes, entities entering into mutual aid and assistance agreements may include provisions for the furnishing and exchanging of supplies, equipment, facilities, personnel and services; and

WHEREAS, the entities which have chosen to become signatories to this Agreement wish to provide mutual aid and assistance amongst one another at the appropriate times;

THEREFORE, pursuant to G.S. 166A-19.72, these entities agree to enter into this Agreement for reciprocal emergency management aid and assistance, with this Agreement embodying the understandings, commitments, terms, and conditions for said aid and assistance, as follows:

## Section I. DEFINITIONS

"Agreement" means this document, the North Carolina Statewide Emergency Management Mutual Aid and Assistance Agreement.

"Aid and assistance" includes personnel, equipment, facilities, services, supplies, and other resources.

"Authorized Representative" means a party's employee who has been authorized, in writing by that party, to request, to offer, or to otherwise provide assistance under the terms of this Agreement. The list of Authorized Representatives for each party executing this Agreement shall be attached to the executed copy of this Agreement. (In the event of a change in personnel, unless otherwise notified the presumption will be that the successor to that position will be the authorized representative.)

"Disaster" means an occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property, resulting from any natural or man-made accidental, military, or paramilitary cause.

"Local Agency" means a county agency charged with coordination of all emergency management activities for its geographical limits pursuant to G.S. 166A-19.15

"Party" means a governmental entity which has adopted and executed this Agreement.

"Provider" means the party which has received a request to furnish aid and assistance from another party in need (the "Recipient").

"Recipient" means the party setting forth a request for aid and assistance to another party (the "Provider").

## Section II. INITIAL RECOGNITION OF PRINCIPLE BY ALL PARTIES; AGREEMENT PROVIDES NO RIGHT OF ACTION FOR THIRD PARTIES

As this is a reciprocal contract, it is recognized that any party to this Agreement may be requested by another party to be a Provider. It is mutually understood that each party's foremost responsibility is to its own citizens. The provisions of this Agreement shall not be construed to impose an unconditional obligation on any party to this Agreement to provide aid and assistance pursuant to a request from another party. Accordingly, when aid and assistance have been requested, a party may in good faith withhold the resources necessary to provide reasonable and adequate protection for its own community, by deeming itself unavailable to respond and so informing the party setting forth the request.

Given the finite resources of any jurisdiction and the potential for each party to be unavailable for aid and assistance at a given point in time, the parties mutually encourage each other to enlist other entities in mutual aid and assistance efforts and to enter into such agreements accordingly. Concomitantly, the parties fully recognize that there is a highly meritorious reason for entering into this Agreement, and accordingly shall attempt to render assistance in

accordance with the terms of this Agreement to the fullest extent possible.

Pursuant to G.S. 166A-19.60 and as elaborated upon in Section X of this Agreement, all functions and activities performed under this Agreement are hereby declared to be governmental functions. Functions and activities performed under this Agreement are carried out for the benefit of the general public and not for the benefit of any specific individual or individuals. Accordingly, this Agreement shall not be construed as or deemed to be an agreement for the benefit of any third parties or persons and no third parties or persons shall have any right of action under this Agreement for any cause whatsoever. All immunities provided by law shall be fully applicable as elaborated upon in Section X of this Agreement.

### Section III. PROCEDURES FOR REQUESTING ASSISTANCE

Mutual aid and assistance shall not be requested unless the resources available within the stricken area are deemed inadequate by Recipient. When Recipient becomes affected by a disaster and deems its resources inadequate, it may request mutual aid and assistance by communicating the request to Provider, indicating the request is made pursuant to this mutual aid agreement. The request shall be followed as soon as practicable by a written confirmation of that request, including the transmission of a proclamation of local state of emergency under G.S. 166A-19.22, and a completed form describing its projected needs in light of the disaster. All requests for mutual aid and assistance shall be transmitted by the party's Authorized Representative or to the Coordinator of the Local Agency as set forth below.

**A. METHOD OF REQUEST FOR MUTUAL AID AND ASSISTANCE:** Recipient shall set forth requests by means of one of the two options described as follows:

(i) **REQUESTS ROUTED THROUGH THE RECIPIENT'S LOCAL AGENCY:** Recipient may directly contact the Local Agency, in which case it shall provide the Local Agency with the information in paragraph B of this Section (Section III). The Local Agency shall then contact other parties on behalf of Recipient to coordinate the provision of mutual aid and assistance. Recipient shall be responsible for the costs and expenses incurred by any Provider in providing aid and assistance pursuant to Section V II of this Agreement.

(ii) **REQUESTS MADE DIRECTLY TO PROVIDER:** Recipient may directly contact Provider's authorized representative, setting forth the information in paragraph B of this Section (Section III). All communications shall be conducted directly between Recipient and Provider. Recipient shall be responsible for the costs and expenses incurred by any Provider in providing aid and assistance pursuant to the provisions of this Agreement as noted in Section VII of this Agreement. Provider and recipient shall be responsible for keeping Local Agencies advised of the status of response activities, in a timely manner.

(iii) **RECORD OF REQUESTS TO BE PROVIDED:** A record of the request for assistance shall be provided by the Recipient to the Director of the Division of Emergency Management in the NC Department of Public Safety, in a timely manner.

**B. REQUIRED INFORMATION:** Each request for assistance shall be accompanied by the

following information, in writing or by any other available means, to the extent known:

1. **Stricken Area and Status:** A general description summarizing the condition of the community (i.e., whether the disaster is imminent, in progress, or has already occurred) and of the damage sustained to date;
2. **Services:** Identification of the service function(s) for which assistance is needed and the particular type of assistance needed;
3. **Infrastructure Systems:** Identification of the type(s) of public infrastructure system for which assistance is needed (water and sewer, storm water systems, streets) and the type of work assistance needed;
4. **Aid and Assistance:** The amount and type of personnel, equipment, materials, and supplies needed and a reasonable estimate of the length of time they will be needed;

Provider's Traveling Employee Needs--Unless otherwise specified by Recipient, it is mutually understood that Recipient will provide for the basic needs of Provider's traveling employees. Recipient shall pay for all reasonable out-of-pocket costs and expenses of Provider's traveling employees, including without limitation transportation expenses for travel to and from the stricken area. Further, Recipient shall house and feed Provider's traveling employees at its (Recipient's) sole cost and expense. If Recipient cannot provide such food and/or housing at the emergency area, Recipient shall specify in its request for assistance that the Provider's traveling employees be self-sufficient.

5. **Facilities:** The need for sites, structures, or buildings outside Recipient's geographical limits to serve as relief centers or staging areas for incoming emergency goods and services; and
6. **Meeting Time and Place:** An estimated time and a specific place for a representative of Recipient to meet the personnel and resources of any Provider.

**C. STATE AND FEDERAL ASSISTANCE:** Recipient shall be responsible for coordinating requests for state or federal assistance with its (Recipient's) Local Agency.

#### **Section IV. PROVIDER'S ASSESSMENT OF AVAILABILITY OF RESOURCES AND ABILITY TO RENDER ASSISTANCE**

When contacted by the Recipient/Local Agency, Provider's authorized representative shall assess Provider's own local situation in order to determine available personnel, equipment, and other resources. If Provider's authorized representative determines that Provider has available resources, Provider's authorized representative shall so notify the Recipient/Local Agency (whichever communicated the request). Provider shall complete a written acknowledgment, whether on the request form received from Recipient or on another form, regarding the assistance to be rendered (or a rejection of the request) and shall transmit it by the most efficient practical means to the recipient/Local Agency for a final response. Provider's

acknowledgment shall contain the following information:

1. In response to the items contained in the request, a description of the personnel, equipment, and other resources available;
2. The projected length of time such personnel, equipment, and other resources will be available to serve Recipient, particularly if the period is projected to be shorter than one week (as provided in the "Length of Time for Aid and Assistance" section [Section VI] of this Agreement.)
3. The estimated time when the assistance provided will arrive at the location designated by the Authorized Representative of the Requesting Party; and
4. The name of the person(s) to be designated as Provider's supervisor (pursuant to the "Supervision and Control" section [Section V] of this Agreement.)

Where a request has been submitted to the Local Agency, the Local Agency shall notify Recipient's authorized representative and forward the information from Provider. The Recipient/Local Agency shall respond to Provider's written acknowledgment by signing and returning a copy of the form to Provider by the most efficient practical means, maintaining a copy for its file.

#### Section V. SUPERVISION AND CONTROL

Provider shall designate one of its employees sent to render aid and assistance to Recipient as a supervisor. As soon as practicable, Recipient shall assign work tasks to Provider's supervisor, and unless specifically instructed otherwise, Recipient shall have the responsibility for coordinating communications between Provider's supervisor and Recipient. Recipient shall provide necessary credentials to Provider's personnel authorizing them to operate on behalf of Recipient.

Based upon such assignments from the Recipient, Provider's supervisor shall:

- (1) have the authority to assign work and establish work schedules for Provider's personnel. Further, supervisor shall retain direct supervision and control of Provider's personnel, equipment, and other resources. Provider should be prepared to furnish communications equipment sufficient to maintain communications among its respective operating units, and if this is not possible, Provider shall notify Recipient accordingly;
- (2) maintain daily personnel time records, material records, and a log of equipment hours;
- (3) shall report work progress to Recipient at mutually agreed upon intervals.

#### Section VI. LENGTH OF TIME FOR AID AND ASSISTANCE; RENEWABILITY; RECALL

Unless otherwise provided, the duration of Provider's assistance shall be for an initial period of seven days, starting from the time of arrival. Thereafter, assistance may be extended in daily or

weekly increments as the situation warrants, for a period agreed upon by the authorized representatives of Provider and Recipient.

As noted in Section II of this Agreement, Provider's personnel, equipment, and other resources shall remain subject to recall by Provider to provide for its own citizens if circumstances so warrant. Provider shall make a good faith effort to provide at least twenty-four (24) hours advance notification to

Recipient of Provider's intent to terminate mission, unless such notice is not practicable, in which case as much notice as is reasonable under the circumstances shall be provided.

## Section VII. REIMBURSEMENTS

Except as otherwise provided below, it is understood that Recipient shall pay to Provider all documented costs and expenses incurred by Provider as a result of extending aid and assistance to Recipient. The terms and conditions governing reimbursement for any assistance provided under this Agreement shall be in accordance with the following provisions, unless otherwise agreed in writing by Recipient and Provider. Recipient shall be ultimately responsible for reimbursement of all eligible expenses.

- A. Personnel-- During the period of assistance, Provider shall continue to pay its employees according to its then prevailing ordinances, rules, and regulations. Recipient shall reimburse Provider for all direct and indirect payroll costs and expenses including travel expenses incurred during the period of assistance, including, but not limited to, employee retirement benefits as provided by Generally Accepted Accounting Principles (GAAP). However, as stated in Section IX of this Agreement, Recipient shall not be responsible for reimbursing any amounts paid or due as benefits to Provider's personnel under the terms of the North Carolina Workers' Compensation Act (Chapter 97 of the North Carolina General Statutes).
- B. Equipment-- Recipient shall reimburse the Provider's for the use of equipment during the period of assistance according to either a pre-established local or state hourly rate or according to the actual replacement, operation, and maintenance expenses incurred. For those instances in which costs are reimbursed by the Federal Emergency Management Agency (FEMA), the FEMA-eligible direct costs shall be determined in accordance with 44 C.F.R. 206.228. Provider shall pay for all repairs to its equipment as determined necessary by its on-site supervisor(s) to maintain such equipment in safe and operational condition. At the request of Provider, fuels, miscellaneous supplies, and minor repairs may be provided by Recipient, if practical. The total equipment charges to Recipient shall be reduced by the total value of the fuels, supplies, and repairs furnished by Recipient and by the amount of any insurance proceeds received by Provider.
- C. Materials And Supplies—Recipient shall reimburse Provider for all materials and supplies furnished and that are used or damaged by Recipient during the period of assistance, except for the costs of equipment, fuel and maintenance materials, labor, and supplies, which shall be included in the equipment rate established in subsection B of this section (Section VII),

unless such damage is caused by gross negligence, willful and wanton misconduct, intentional misuse, or recklessness of Provider's personnel in which case Recipient is not responsible for these costs. Provider's personnel shall use reasonable care under the circumstances in the operation and control of all materials and supplies used by them during the period of assistance. The measure of reimbursement shall be determined in accordance with 44 C.F.R. 206.228. In the alternative, the parties may agree that Recipient will replace, with like kind and quality as determined by Provider, Provider's materials and supplies used or damaged in a reasonable time. If such an agreement is made, it shall be reduced to writing and transmitted to the North Carolina Division of Emergency Management.

D. Record Keeping-- Recipient and NC Division of Emergency Management personnel shall provide information, directions, and assistance for record keeping to Provider's personnel. Provider shall maintain records and submit invoices for reimbursement by Recipient or the NC Division of Emergency Management using the format used or required by FEMA publications, including 44 C.F.R. part 13 and applicable Office of Management and Budget (OMB) Circulars.

E. Payment; Other Miscellaneous Matters as to Reimbursements-- The reimbursable costs and expenses with an itemized notice shall be forwarded as soon as practicable after the costs and expenses are incurred, but not later than sixty (60) days following the period of assistance, unless the deadline for identifying damage is extended in accordance with 44 C.F.R. part 206. Recipient shall pay the bill or advise of any disputed items, not later than sixty (60) days following the billing date. These time frames may be modified in writing signed by both parties by mutual agreement. This shall not preclude Provider or Recipient from assuming or donating, in whole or in part, the costs and expenses associated with any loss, damage, or use of personnel, equipment, and resources provided to Recipient.

## Section VIII. RIGHTS AND PRIVILEGES OF PROVIDER'S EMPLOYEES

Pursuant to G.S. 166A-19.60 whenever Provider's employees are rendering aid and assistance pursuant to this Agreement, such employees shall retain the same powers, duties, immunities, and privileges they would ordinarily possess if performing their duties within the geographical limits of Provider.

## Section IX. PROVIDER'S EMPLOYEES COVERED AT ALL TIMES BY PROVIDER'S WORKERS' COMPENSATION POLICY

Recipient shall not be responsible for reimbursing any amounts paid or due as benefits to Provider's employees under the terms of the North Carolina Workers' Compensation Act, Chapter 97 of the General Statutes, due to personal injury or death occurring during the period of time such employees are engaged in the rendering of aid and assistance under this Agreement. It is mutually understood that Recipient and Provider shall be responsible for



payment of such workers' compensation benefits only to their own respective employees. Further, it is mutually understood that Provider will be entirely responsible for the payment of workers' compensation benefits to its own respective employees pursuant to G.S. 97-51.

## Section X. IMMUNITY

Pursuant to G.S. 166A-19.60 all activities performed under this Agreement are hereby declared to be governmental functions. Neither the parties to this Agreement, nor, except in cases of willful misconduct, gross negligence, or bad faith, their personnel complying with or reasonably attempting to comply with this Agreement or any ordinance, order, rule, or regulation enacted or promulgated pursuant to the provisions of this Agreement shall be liable for the death of or injury to persons, or for damage to property as a result of any such activity.

## Section XI. PARTIES MUTUALLY AGREE TO HOLD EACH OTHER HARMLESS FROM LIABILITY

Each party (as indemnitor) agrees to protect, defend, indemnify, and hold the other party (as indemnitee), and its officers, employees and agents, free and harmless from and against any and all losses, penalties, damages, assessments, costs, charges, professional fees, and other expenses or liabilities of every kind and arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind in connection with or arising out of indemnitor's negligent acts, errors and/or omissions. Indemnitor further agrees to investigate, handle, respond to, provide defense for, and defend any such claims, etc. at indemnitor's sole expense and agrees to bear all other costs and expenses related thereto. To the extent that immunity does not apply, each party shall bear the risk of its own actions, as it does with its day-to-day operations, and determine for itself what kinds of insurance, and in what amounts, it should carry. Each party understands and agrees that any insurance protection obtained shall in no way limit the responsibility to indemnify, keep, and save harmless the other parties to this Agreement. Notwithstanding the foregoing, to the extent that each party does not purchase insurance, it shall not be deemed to have waived its governmental immunity by law.

## SECTION XII. ROLE OF THE DIVISION OF EMERGENCY MANAGEMENT

Under this Agreement, the responsibilities of the NC Division of Emergency Management are: (1) to serve as the central depository for executed agreements, to maintain a current listing of entities with their authorized representatives and contact information, and to provide this listing to each of the entities on an annual basis; (2) to coordinate the provision of mutual aid and assistance to a requesting party, pursuant to the provisions of this Agreement; (3) to keep a record of all requests for assistance and acknowledgments; (4) to report on the status of ongoing emergency or disaster-related mutual aid and assistance as appropriate; and (5) if the parties so designate, to serve as the eligible entity for requesting reimbursement of eligible costs from FEMA and provide information, directions, and assistance for record keeping pursuant thereto.

## Section XIII. AMENDMENTS

Manner-- This Agreement may be modified at any time upon the mutual written consent of the

Recipient and Provider.

Addition of Other Entities--Additional entities may become parties to this Agreement upon: (1) acceptance and execution of this Agreement; and (2) sending said executed copy of the Agreement to the NC Division of Emergency Management.

#### Section XIV. INITIAL DURATION OF AGREEMENT; RENEWAL; TERMINATION

This Agreement shall be binding for not less than one (1) year from its effective date, unless terminated upon at least sixty (60) days advance written notice by a party as set forth below. Thereafter, this Agreement shall continue to be binding upon the parties in subsequent years, unless canceled by written notification served personally or by registered mail upon the Director of NC Division of Emergency Management, which shall provide copies to all other parties. The withdrawal shall not be effective until sixty (60) days after notice thereof has been sent by the Director of the NC Division of Emergency Management to all other parties. A party's withdrawal from this Agreement shall not affect a party's reimbursement obligations or any other liability or obligation under the terms of this Agreement incurred prior to withdrawal hereunder. Once the withdrawal is effective, the withdrawing entity shall no longer be a party to this Agreement, but this Agreement shall continue to exist among the remaining parties.

#### Section XV. HEADINGS

The headings of various sections and subsections of this Agreement have been inserted for convenient reference only and shall not be construed as modifying, amending, or affecting in any way the express terms and provisions of this Agreement.

#### Section XVI. SEVERABILITY: EFFECT ON OTHER AGREEMENTS

Should any clause, sentence, provision, paragraph, or other part of this Agreement be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder of this Agreement. Each of the parties declares that it would have entered into this Agreement irrespective of the fact that any one or more of this Agreement's clauses, sentences, provisions, paragraphs, or other parts have been so declared invalid.

Accordingly, it is the intention of the parties that the remaining portions of this Agreement shall remain in full force and effect without regard to the clause(s), sentence(s), provision(s), paragraph(s), or other part(s) invalidated.

In the event that parties to this Agreement have entered into other mutual aid and assistance contracts, for example pursuant to Chapter 160A of the North Carolina General Statutes, those parties agree that to the extent a request for mutual assistance is made pursuant to this agreement, those other mutual aid and assistance contracts are superseded by this Agreement.

#### Section XVII. EFFECTIVE DATE

This Agreement shall take effect upon its approval by the entity seeking to become a signatory to this Agreement and upon proper execution hereof.

IN WITNESS WHEREOF, each of the parties have caused this North Carolina Statewide Emergency Management Mutual Aid and Assistance Agreement to be duly executed in its name and behalf by its chief executive officer, who has signed accordingly with seals affixed and attested with concurrence of a majority of its governing board, as of the date set forth in this Agreement.

EMERGENCY MANAGEMENT DIVISION  
DEPARTMENT OF PUBLIC SAFETY

BY:

Erik A. Hooks, Secretary  
Department of Public Safety

Date:

BY:

Michael A. Sprayberry, Director  
Division of Emergency Management

Date:

BY:

Chief Executive Officer/Local Government

Name:

Title:

Name of Unit:

Date:

WITNESS:

APPROVED AS TO PROCEDURES:

BY:

Office of General Counsel  
Department of Public Safety

Date:

List of Authorized Representatives to Contact for Emergency Assistance

For the County of Wayne:

Mailing Address: 134 N. John St.  
Goldsboro, NC 27530

Updated: January 3, 2020

Primary Representative:

Aaron Stryker  
Emergency Management Coordinator  
Office: 919-705-1885  
Mobile: 919-233-0081  
E-mail: [aaron.stryker@waynegov.com](mailto:aaron.stryker@waynegov.com)

First Alternate:

Bryan Taylor  
Fire Marshal  
Office: 919-705-1734  
Mobile: 919-222-3707  
E-mail: [bryan.taylor@waynegov.com](mailto:bryan.taylor@waynegov.com)

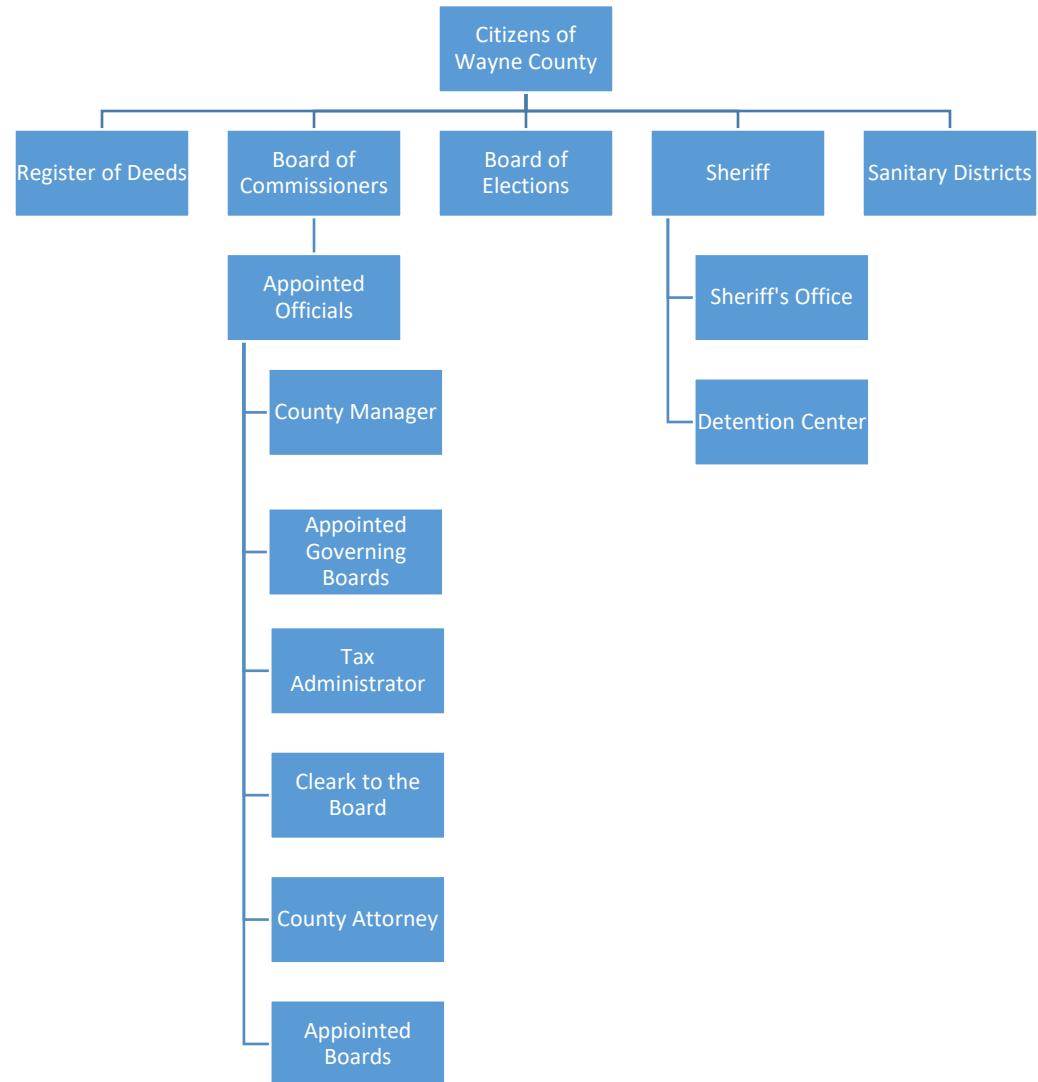
Second Alternate:

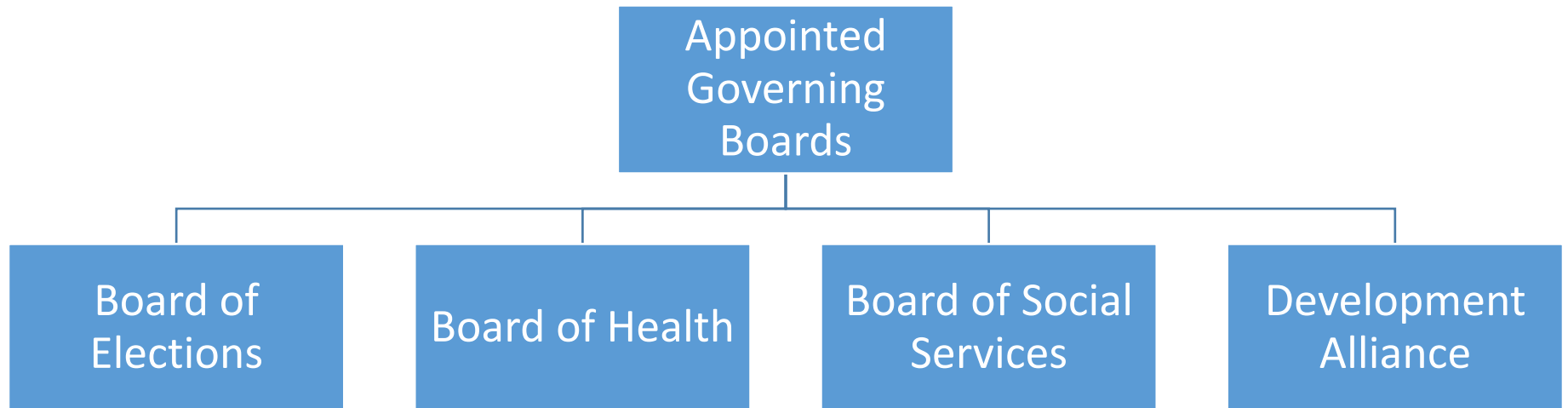
Chris Barnes  
911 Communications Manager  
Office: 919-705-1863  
Mobile: 919-584-2174  
E-mail: [chris.barnes@waynegov.com](mailto:chris.barnes@waynegov.com)

**Appendix O – Wayne County Shelter Information**

| Shelter Name        | Address  | Capacity | Type                                | CRES |
|---------------------|--|----------|-------------------------------------|------|
| Charles B. Aycock   | 5460 US-117<br>Pikeville, NC 27863               | 200      | General Population                  | No   |
| Tommy's Road        | 1150 Tommys Rd.<br>Goldsboro, NC 27534           | 200      | General Population                  | No   |
| Meadow Lane         | 3500 E. Ash St.<br>Goldsboro, NC 27534           | 200      | General Population                  | No   |
| Wayne Academy       | 801 N. Lionel St.<br>Goldsboro, NC 27530         | 200      | General Population                  | No   |
| Spring Creek Middle | 3579 NC-111<br>Seven Springs, NC 28578           | 200      | General Population                  | No   |
| Carver Elementary   | 400 Old Seven Springs Rd.<br>Mt. Olive, NC 28365 | 200      | General Population                  | No   |
| YMCA                | 1105 Parkway Dr.<br>Goldsboro, NC 27534          |          | First Responders/General Population | Yes  |

Wayne County shelters should be considered shelters of last resort. Meaning that these shelters will have cots and food, but minimal (if any) other amenities. If possible, residents that need to evacuate should move to a safe area away from the disaster impacted area and consider other sheltering options before committed to a Wayne County Public Emergency Shelter.

**Appendix P – Organizational Chart**



```
graph TD; CM[County Manager] --- H[ ]; H --- ACM[Assistant County Manager]; H --- D[Financial Services<br/>Facility Services<br/>Cooperative Extension<br/>Day Reporting Center<br/>IT<br/>Library<br/>Solid Waste<br/>Tax Office<br/>Public Affairs<br/>Board of Elections<br/>Development Alliance<br/>Planning<br/>Inspections];
```

County  
Manager

Assistant County  
Manager

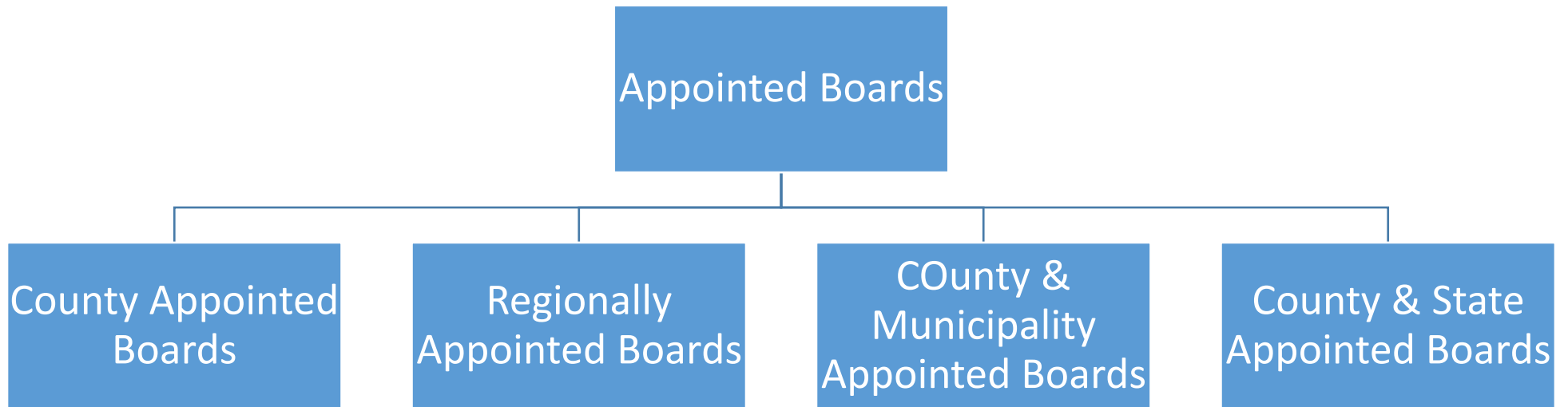
Financial Services  
Facility Services  
Cooperative Extension  
Day Reporting Center  
IT  
Library  
Solid Waste  
Tax Office  
Public Affairs  
Board of Elections  
Development Alliance  
Planning  
Inspections



## Assistant County Manager

Animal Control  
Emergency Services  
Health  
Social Services  
Veterans Services  
Services on Aging  
Wayne County Executive Jetport  
Human Resources

DSS falls under the County Manager?



**County Appointed Boards**

Agricultral Center Committee  
 Commissioner's County for Older Adults  
 Child Fatality Prevention Team  
 Executive Jetport Advisory Committee  
 Public Libray Board of Advisors  
 Agriculutre Planning Committee  
 Transportation Committee  
 ABC Board  
 Animal Control Advisory Committee  
 Juvenile Crime Prevention Council  
 Council on Aging  
 Adult Care Home Community Adviosry Committee  
 Latino Council  
 Industrial & Business Park Development  
 Corporation Industrial Facilities & Pollution  
 Control Finacne Authority  
 Nursing Home Community Advisory Committee  
 Planning Board  
 Wayne Health Corporation  
 Veterans Services Advisory Board

**Regionally Appointed Boards**

Eastern Carolina Regionally Housing Authority  
 East Carolina Agin Advisory Council  
 Eastern Carolina Council  
 Eastern Carolina RPO  
 Eastern Carolina Workforce Development Board  
 Region P Jon Training Consortium  
 Eastpointe  
 Highway 70 Corridor Commission

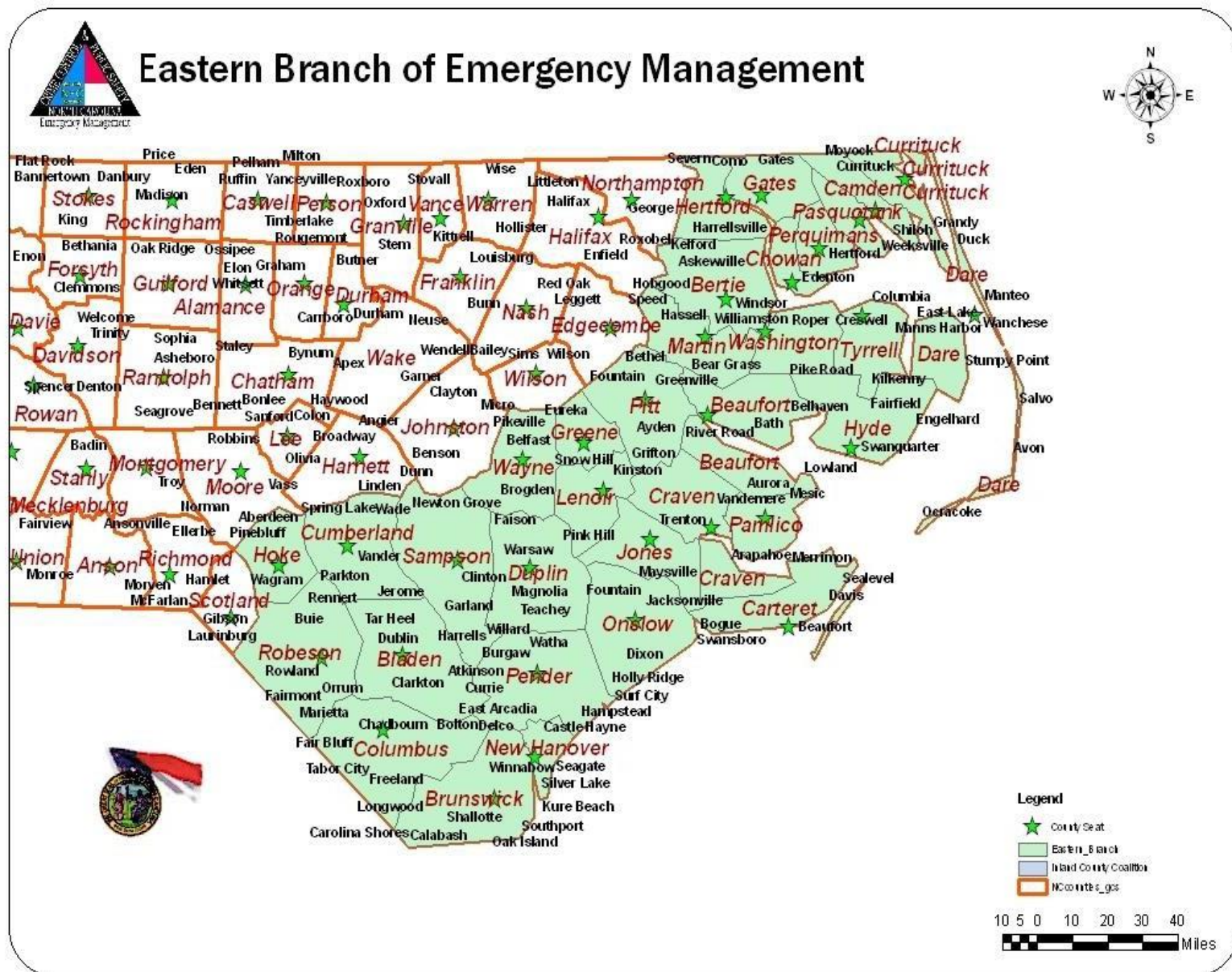
**County & Municipality Appointed Boards**

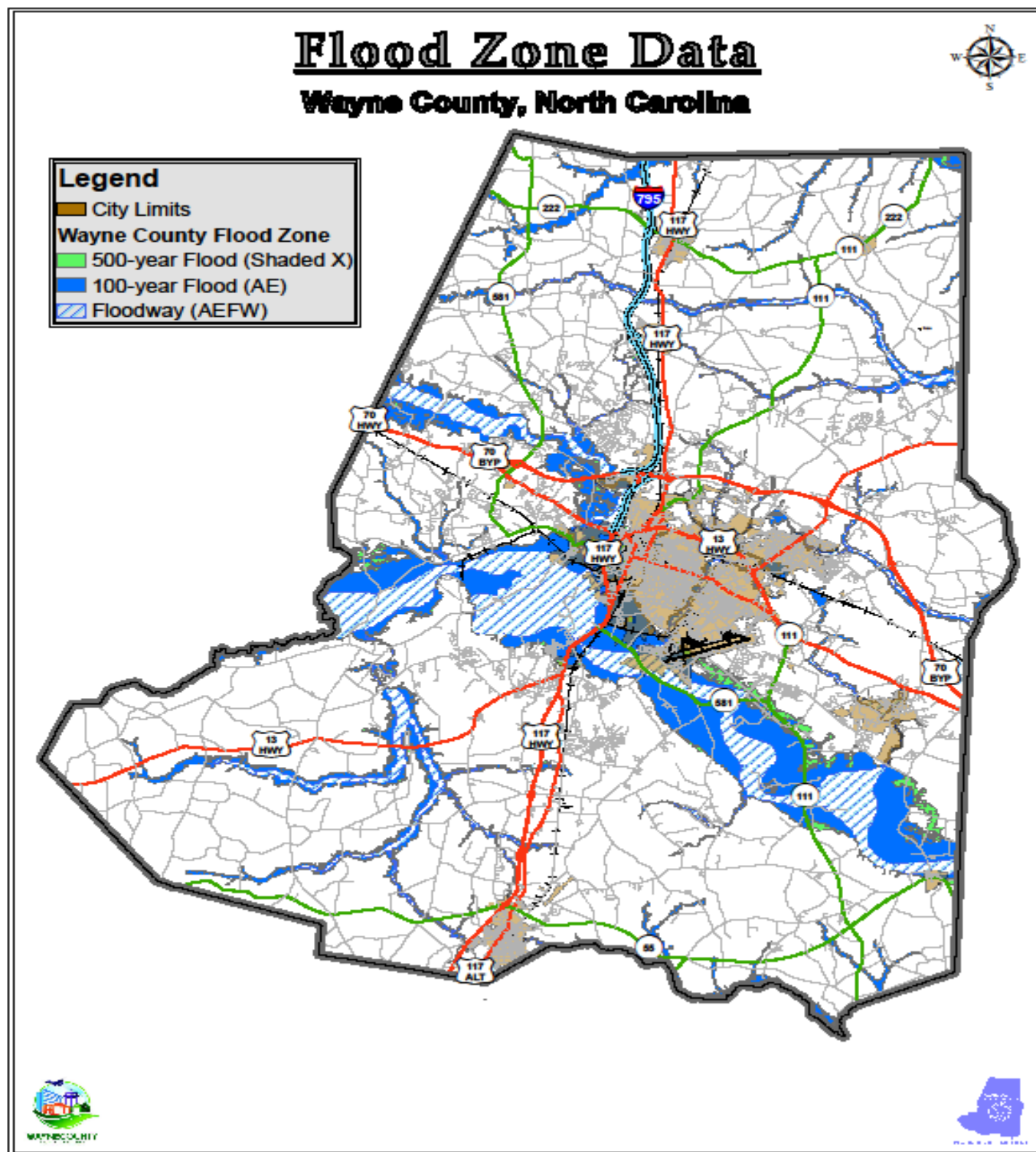
Eureka Planning Commission  
 Fremont Planning Board & Board of Adjustment  
 Goldsboro-Wayne Transporation Authority  
 Goldsboro MPO  
 Mount Olive Planning Board & Board of Adjustment  
 Pikeville Planning Board

**County & State Appointed Boards**

Wayne County's Fireman's Relief Fund  
 Wayne Community College  
 Wayne County Jury Comission

## Appendix Q – North Carolina Emergency Management Eastern Branch



Appendix R – Wayne County Flood Zone Data

## **Appendix S – Wayne County Dam Hazards**

### **High Hazard**

Wayne County Wildlife  
Pond Dam

Bass Lake Dam

Rudy Hill Dam

Spring Lake Dam

Tom Harrison Memorial  
Dam

Robin Lake Estates  
Dam

Sleepy Creek Upper  
Lake Dam

Sleepy Creek Lower  
Lake Dam

Williams Millpond Dam

Mt. Olive Waster Water  
Treatment Plant #2

H.F. Lee Power Station  
Cooling Lake Dam

H.F. Lee Active Ash Pond

Ruth Bryan Dam

### **Intermediate Hazard**

Cruse Dam

### **Low Hazard**

West Lake Dam

Fallingbrook Estates Dame

H.F. Lee Triangular Dam

Wills Pond

Lunker Lake

Robin Lakes Estates  
Dam B

Doug Jernigan Farms  
Lagoon Dike

Cliffs of Neuse State Park

Mt. Olive Waste Water  
Treatment Plant #1

\*Dam information per U.S. Army Corps of Engineers National Inventory of Dams Database 2018

# **Annex A – Emergency Support Functions**

|  |     |
|--|-----|
| ESF#1 Transportation                   | 129 |
| ESF#2 Communications                   | 136 |
| ESF#3 Public Works & Engineering       | 142 |
| ESF#4 Firefighting                     | 151 |
| ESF#5 Emergency Management             | 157 |
| ESF#6A Mass Care                       | 164 |
| ESF#6B Special Needs                   | 173 |
| ESF#7A Resource Support                | 179 |
| ESF#7B Volunteers & Donations          | 185 |
| ESF#7C Military Support                | 190 |
| ESF#7D Food & Water                    | 196 |
| ESF#8 Health & Medical                 | 201 |
| ESF#9 Search & Rescue                  | 208 |
| ESF#10 Hazardous Materials             | 214 |
| ESF#11 Agriculture & Natural Resources | 222 |
| ESF#12 Energy                          | 229 |
| ESF#13 Public Safety & Security        | 235 |
| ESF#14 Long Term Recovery              | 243 |
| ESF#15 External Affairs                | 247 |



**Introduction**

|                                  |  |
|----------------------------------|--|
| <b>Lead Coordinating Agency:</b> | Goldsboro Wayne Transit Authority            |
| <b>Support Agencies:</b>         | Wayne County Public School District          |
|                                  | Wayne County Emergency Medical Service       |
|                                  | Wayne County Facility Services               |
|                                  | Wayne County Geographical Information System |
|                                  | Wayne County Sheriff's Office                |
|                                  | Wayne County Executive Jetport               |
|                                  | Mount Olive Municipal Airport                |
|                                  | North Carolina Department of Transportation  |
|                                  | Private Transportation Providers             |

**Purpose**

The purpose of WCESF-1 is to provide, in a coordinated manner, the resources (human, technical, equipment, facility, materials and supplies) of member agencies to support emergency transportation needs during an emergency or disaster in Wayne County. WCESF-1 can provide personnel and resources to support the coordinated response to an event throughout Wayne County. WCESF-1 resources are used when individual agencies are overwhelmed and the WCEOC requests additional transportation services.

The priorities for allocation of these assets will be:

- 1) Evacuating persons from immediate danger.
- 2) Transporting materials, personnel, and supplies for the support of emergency activities being conducted and as requested by the WCEOC and its member agencies.
- 3) Transporting relief supplies necessary for recovery from the emergency.
- 4) Coordinating activities with assistance from support agencies, and prioritize the allocation of available resources.

**Concept of Operations****General**

- WCESF-1 is organized consistent with North Carolina's State Emergency Operation Plans, the requirements of the National Response Framework, and the Incident Command System. This structure supports incident assessment, planning, procurement,

deployment, coordination, and support operations to Wayne County through the WCEOC to assure a timely and appropriate response to an emergency or situation.

- Procedures, protocols and plans for disaster response activities are developed by specific agencies to govern staff operations at the WCEOC and in the field. Periodic training and exercises are also conducted to enhance effectiveness.
- In large events requiring local or State mutual aid assistance, WCESF-1 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of required assets.
- Throughout the response and recovery periods, WCESF-1 will evaluate and analyze information requests to move people, materials, equipment and other resources as necessary; develop and update assessments of the transportation service situation and status in the impact area; and undertake contingency planning to meet anticipated demands or needs.

## **Organization**

- During an activation of the WCEOC, support agency staff are integrated with Goldsboro Wayne Transit Authority staff to provide support that will allow for an appropriate, coordinated and timely response.
- During an emergency or disaster event, the WCEOC will oversee WCESF-1 functions through the WCESF-1 WCEOC Representative.
- During the response phase, WCESF-1 will evaluate and analyze information regarding transportation services requests. Also, WCESF-1 will develop and update assessments of the transportation services status in the impacted area and undertake contingency planning to meet anticipated requirements.
- Goldsboro Wayne Transit Authority will develop and maintain the overall WCESF-1 Standard Operating Procedures as well as Appendices, and Annexes in support of the WCEOP. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall WCEOP. All such documents will be in compliance with the National Response Framework, The National Incident Management System, the Incident Command System and the County Comprehensive Emergency Management Plan.
- WCESF-1 WCEOC Representative shall support the Planning Section functions within the WCEOC.

## **Alerts and Notifications**

- Upon activation of the WCEOP, the WCEOC will notify the point of contact for WCESF-1 through multiple methods.
- The Lead WCESF-1 Coordinating Agency representative or designee will coordinate all activities of WCESF-1.
- Upon instructions to activate WCESF-1, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance in coordination with the other support agencies.

## **Actions**

Actions carried out by WCESF-1 are normally grouped into phases: *preparedness, response, recovery and mitigation*. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. WCESF-1 encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services.

The following services may be provided:

- Assessment of potential impacts to transportation systems.
- Continuous inventory of transportation assets, including transit buses, passenger vans, wheelchair equipped buses, School District school buses, and private vendors.
- Coordination of transportation of ambulatory and wheelchair bound persons with Wayne County EMS Non-Emergency Transport Division.
- Coordination of transportation of resources and WCESF-1 assets, including buses, vans, equipment and supplies.
- Coordinate transportation public information with the Wayne County PIO.
- Transportation management, command and control of assets to meet local needs.
- Evacuation and re-entry support.
- Maintenance of list of essential employees who because of their expertise and nature of assigned responsibilities are “on call” throughout all phases of a major disaster operation.

### **Preparedness Actions**

- Actions and activities that develop Transportation response capabilities may include planning, training, orientation sessions, and exercises for WCESF-1 personnel (i.e., County, State, Regional, and Federal).
- Coordination with Planning Section to identify essential elements of information.
- Coordinate planning with WCESF-1 support agencies, and other emergency support functions to refine Transportation operations.
- Prepare and maintain standard operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency. Ensure lead agency personnel are trained in their responsibilities and duties.
- Coordinate the development and presentation of training courses for WCESF-1 personnel, provide information on critical facilities to the Office of Emergency Services and develop protocols for frequently provided services.
- Participate in all hazards exercises involving WCESF-1.
- Assess vulnerability of evacuation routes.
- Assign and schedule sufficient personnel to implement WCESF-1 tasks for an extended period of time.

- Coordinate the maintenance of lists of WCESF-1 assets that that can be deployed during an emergency.
- Coordinate inventories of wheelchair lift-equipped buses with WCEMS and other pre-designated assets that are essential to meeting the transportation needs of special needs groups.
- Coordinate the development, test, and maintain an automated or manual listing of emergency contacts, agency transportation resources, and points of contact for assets that can be attained through vendors or other sources.
- Coordinate communications with all deployed transportation assets.

### **Response Actions**

- Coordinate WCESF-1 operations at the WCEOC and/or at other locations as required.
- Establish and maintain a system to support on-scene direction and control and coordination with WCEOC and Logistics Section.
- Pre-position response resources when it is apparent that transportation resources will be necessary. Relocate transportation resources when it is apparent that they are endangered by the anticipated impacts of the emergency situation.
- Monitor and direct transportation resources and response activities.
- Participate in WCEOC briefings, and provide input to prepare Incident Action Plans and Situation Reports through the Planning Section.
- Coordinate with the Logistics Section to obtain State resources when local resources are no longer available; coordinate, track, and monitor, all transportations resources (state and local) in the affected areas.
- Coordinate with other WCESFs to obtain resources and to facilitate an effective emergency response among all participating agencies.
- Notify drivers of the potential threat and put drivers on stand-by alert status, updating as conditions change. In the event drivers are off duty when a potential threat arises, those designated will report by telephone or in person to the dispatch office at GWTA for further instructions.
- Evaluate and task the transportation support requests for threatened and/or impacted areas.
- Establish communications with appropriate field personnel and ensure that they are ready for timely response.
- Coordinate with support agencies to develop, prioritize and implement strategies for the initial response to WCEOC requests.
- Utilize pre-determined evacuation routes to the extent possible. These routes are based on the designated general and special need shelters and are reviewed annually. Updates will be provided by the various WCEOC agencies as to the conditions of existing routes and any additional routes available by existing and changing conditions.
- Relay all emergency traffic regulations to all affected personnel.
- Provide information to the WCEOC Public Affairs Representative.

### **Recovery Actions**

- Continue to provide support as required until response activities are concluded or until they can be managed and staffed by the primary incident agency or jurisdictions.
- Initiate financial reimbursement process for recovery activities when such support is available.
- After the initial actions are completed, assist in recovery operations of the WCEOC. Support agencies will continue to provide necessary emergency transportation, transportation of persons with special needs, transportation of emergency personnel, and transportation of emergency goods and services.

### **Mitigation Actions**

- Coordinate with the Office of Emergency Services to identify potential hazards and their impacts, and determine how these impacts may impede the WCESF-1 operation.
- Provide personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.

### **Direction and Control**

- WCESF-1 complies with the National Response Framework, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by the Emergency Services Department, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Lenoir County.
- During emergency activations, all management decisions regarding Wayne County or regional response are made at the WCEOC by the WCESF-1 liaisons.
- A staffing directory and the WCESF-1 SOP, its accompanying Appendices and Annexes are maintained by the Lead Coordinating Agency and updated as required.
- All WCT field personnel support operational activities of WCESF-1 at the WCEOC
- Once wind speeds reached a sustain speed between 35 to 40 mph, the WCEOC will send hourly updates to County Agencies. Agencies will, at their discretion, determine when they will cease operations and advise the WCEOC when/if they deploy assets and/or personnel.
- In accordance with a mission assignment from WCESF-1, and further mission tasking by a local primary agency, each support organization assisting WCESF-1 assignment will retain administrative control over its own resources and personnel, but will be under the operational control of WCESF-1.

## Responsibilities

**Lead Coordinating Agency:** Goldsboro Wayne Transit Authority

1. Provide leadership in coordinating and integrating overall County efforts to provide Transportation evacuation assistance to affected areas and populations.
2. Staff and operate a National Incident Management System compliant command and control structure (i.e., Incident Command System) to assure that services and staff are provided to areas of need.
3. Coordinate the activation and deployment of support agencies under WCESF-1 in carrying out specified missions to evacuate personnel from vulnerable areas.
4. In coordination with WCESF support agencies, evaluate the emergency situation, make strategic decisions, and identify resource needs and secure resources required for field operations.
5. Coordinate supplemental assistance in identifying and meeting the Transportation needs of disaster victims.
6. Assume the lead in the organization, assignment and staffing at the facilities at which WCESF-1 is required to be located.
7. Coordinate the use of transportation resources to support the emergency response, including the movement of evacuees in need to designated shelters.
8. Maintain a current inventory of transportation assets and disaster contact information from participating agencies, including their location and condition.
9. Pre-position transportation resources as needed.
10. Maintain a list of available resources at the WCT main office. This list will be updated at least once each year, and contains the following:
  - a. Contact information for essential employees who have a role and responsibility in WCESF-1
  - b. Inventory of resources that can be deployed for WCESF-1 support, including vehicles (passenger vans, busses).

**Support Agencies:**

Wayne County Public School District  
 Wayne County Emergency Medical Service  
 Wayne County Facility Services  
 Wayne County Geographical Information System  
 Wayne County Sheriff's Office  
 Wayne County Executive Jetport  
 Mount Olive Municipal Airport  
 North Carolina Department of Transportation  
 Private Transportation Providers

- Maintain lists of current resources to support transportation needs within the county.

- Maintain appropriate rosters to support WCEOC and field operations.
- Coordinate with WCESF-1 lead on supporting agency activity in meeting the needs of the community, before, during, and after a disaster event.

### **Financial Management**

- WCESF-1 is responsible for managing financial matters related to resources that are procured and used during an event. During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event. If a federally declared disaster exists, then a reimbursement formula is established by the Federal Emergency Management Agency that may be as much as 100 percent, but usually does not exceed 75 percent.
- Expenditures by support entities will be documented by those entities and submitted for reporting purposes, directly to the Finance/Administration Section or a designated Finance Service officer as soon as possible.

### **References and Authorities**

- NCEM EOP; Appendix 5 SERT Logistics Section
  - NCESF-1 TRANSPORTATION – Tab A, Transportation Page A-5-A1
-

## WCESF-2 – Communications

### **Introduction**

|                                  |  |
|----------------------------------|--|
| <b>Lead Coordinating Agency:</b> | Wayne County Office of Emergency Services                                |
| <b>Support Agencies:</b>         | All Wayne County Agencies Operating on the County Communications Network |
|                                  | Wayne County Information Technology                                      |
|                                  | Wayne Memorial Hospital  |
|                                  | Wayne Executive Jet Port   |
|                                  | Mount Olive Municipal Airport  |
|                                  | HAM Radio Operators  |

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### **Purpose**

WCESF-2 provides communications during emergencies. WCESF-2 can provide personnel and resources to support mitigation, preparedness, response, and recovery in support of the primary Office of Emergency Services objectives. The WCESF-2 Lead directs emergency communications. WCESF-2 resources are used when the WCEOC requests additional communications services.

### **WCESF-2 objectives include:**

- Establish and maintain communications for facilities that are integral to efficient disaster operations.
  - Ensure the Emergency Communications Center and other local emergency communications centers and systems are prepared for emergencies.
- 

### **Concept of Operations**

#### **General**

- WCESF 2 is organized in accordance with the State EOC, the National Response Framework, the National Incident Management System (NIMS), and the Incident Command System (ICS).
- Emergency Operations Plans are developed to guide staff at the Wayne County Central Communications Center and in the field.
- Training and exercises are also conducted to enhance effectiveness.
- In an event requiring mutual aid assistance, WCESF-2 will work with its support agency



counterparts to plan, procure, coordinate, and direct assets.

- WCESF-2 will develop plans, assess the communications status, and evaluate communications requests.
- Additional expertise may be provided by other agencies.
- As NIMS is implemented in Lenoir County, the Communications Division will play a pivotal role in implementing ICS, focusing on communications interoperability and common standards.

**The Concept of Operations is guided by the following assumptions:**

- Exact actions will be dictated by the severity of the event.
- The communications center is tasked with maintaining adequate spare parts, resources, plans, and personnel to ensure operations during a disaster or emergency.
- The communications center is tasked with maintaining adequate staffing. Employees are recalled as needed and scheduled appropriately.
- Assistance is available via State TERT.
- The Office of Emergency Services and the Communications Manager will establish priorities for restoration of communications resources.
- Lead and support agencies will coordinate their activities via their respective WCEOC representatives.

WCESF-2 will support the establishment of communications between facilities listed below. These facilities have a key role in emergency response and recovery.

**Communications Systems**

- Local EOC and local government agencies:
  - Telephone and fax
  - Paging
  - E-mail
  - Dedicated lines, when applicable
  - Radio, when applicable
  - Commercial wireless
- Local EOC and State EOC:
  - Telephone and fax
  - E-mail
- Local EOC and other municipal EOC:
  - Telephone and fax
  - E-mail

- Commercial wireless, when applicable

**ESF/ICS groups:**

- Radio
- Paging
- Commercial wireless
- Mobile communications vehicle (Mobile 1)
- Shelters and feeding sites:
  - Telephone
  - Commercial radio HAM
  - E-mail
- Amateur radio
  - HAM
  - E-mail

**Distribution sites, Staging area, Disaster Recovery Centers:**

- Telephone Commercial wireless
- Amateur radio HAM
- Mobile communications vehicle (Mobile 1).

**PRIORITIES FOR REPAIR AND RESTORATION**

**Emergency Communications:**

- 9-1-1
- Public Safety Radio

**Non-Emergency Communications**

- Telephone service, including wireless
- Local government radio

## Organization

### Wayne County

- Support agencies assisting WCESF-2.
- The WCEOC will coordinate the support resources with the individual WCEOC Work Group that requests additional resources.
- The Communications Division develops and maintains the overall WCESF-2 Emergency Operations Plan. Support agencies may develop their own documents for internal use.
- WCESF-2 shall regularly brief the WCEOC Supervisor on the status of communications systems.

## Notifications

- The 911 Center serves as the Wayne County Warning Point. The 911 Center notifies Public Safety and local government officials per Standard Operating Procedures.
- The 911 Center notifies Communications staff per Standard Operating Procedures.
- The Communications Manager will notify other personnel upon direction to activate WCESF-2.

## Actions

### Preparedness Actions

- Identify mission essential functions.
- Assess the vulnerability of communications equipment to hazards.
- Identify alternative facilities and systems.
- Regularly test and inspect all systems.
- Maintain spare parts cache.
- Prepare and maintain standard operating procedures, resource inventories, personnel rosters, and mobilization information.
- Develop training and exercises.
- Develop contingency plans.
- Coordinate planning with support agencies and other WCESFs.
- Provide personnel with training for operations during major emergencies.
- Train personnel in ICS.

### Response Actions

- Coordinate operations at the WCEOC.
- Monitor communications status.
- Monitor and direct communications requests and resources.

- Participate in WCEOC briefings and meetings.
- Prepare information for inclusion into Incident Action Plans and Situation Reports.
- Obtain State resources through logistics as needed.
- Coordinate resources from staging areas.
- Coordinate with other WCEOC Work Groups.

### **Recovery Actions**

- Provide communications support.
- Assess communications systems for damage.
- Contact other WCEOC Work Groups to determine their communications requirements.
- Contact other WCEOC Work Groups for damage reports.
- Contact wireless providers and local media for damage reports.
- Submit information for financial reimbursement.

### **Mitigation Actions**

- Work with the Office of Emergency Services, local public safety agencies, and Radio repair vendor to identify potential hazards and vulnerabilities and correct them.

### **Direction and Control**

- WCESF-2 operates at the WCEOC.
- Response decisions are made by the WCESF-2 Lead in conjunction with the Office of Emergency Services and other agencies.
- The Communications Division will maintain a staffing directory, the WCESF-2 EOP with Appendices and Annexes, and other guidelines.
- Each support organization assisting WCESF-2 will retain administrative control over its own resources and personnel.

### **Responsibilities**

**Lead Coordinating Agency:** Wayne County Office of Emergency Services

- Provide and maintain communications during an emergency.
- Provide WCESF-5/Planning Section with updates on the potential impacts of winds and storm surge on communications systems, resource shortfalls, and potential impacts on carrying out the WCESF-2 mission.
- Maintain an inventory of personnel, equipment, and vendors, which will be used in the

restoration of services.

**Support Agencies:**

All Wayne County Agencies Operating on the County Communications Network

Wayne County Information Technology

Wayne Memorial Hospital

Wayne Executive Jet Port

Mount Olive Municipal Airport

HAM Radio Operators

- The Wayne County Office of Emergency Services provides communications for ALL Emergency and Non-Emergency traffic in the county.
- The Wayne County Office of Emergency Services provides communications at shelters, feeding sites, staging areas, distribution centers, and DRCs within their capabilities.
- The Information Technologies Division provides telephone services to all Board of County Commissioners departments and other elected officials.
- Various companies provide communications services in the area.

**Financial Management**

- Each agency is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event.
- If a federally declared disaster exists, then the Federal Emergency Management Agency (FEMA) establishes a reimbursement formula. That formula may be as much as 100 percent, but usually does not exceed 75 percent.
- Support entities will document expenditures and submit documentation directly to the Finance Section for disaster tracking.

**References and Authorities**

- NCEM EOP; Appendix 5 SERT Logistics Section
- NCESF-2 COMMUNICATIONS- Tab B, Communication Page A-5-B1
- Wayne County Central Communications Standard Operating Guidelines

**WCESF-3 – Public Works and Engineering**

**Introduction**

|                                  |  |
|----------------------------------|--|
| <b>Lead Coordinating Agency:</b> | Wayne County Office of Emergency Services    |
| <b>Support Agencies:</b>         | Wayne County Finance Department              |
|                                  | Wayne County Solid Waste                     |
|                                  | Wayne County Inspections Department          |
|                                  | Wayne County Planning Department             |
|                                  | Wayne County Geographical Information System |
|                                  | Wayne County Facility Services               |
|                                  | Wayne County Tax Office                      |
|                                  | Goldsboro Wayne Transportation Authority     |
|                                  | Volunteer Fire Departments                   |
|                                  | Municipal Public Works Departments           |
|                                  | Municipal Building Inspection Departments    |
|                                  | North Carolina Department of Transportation  |
|                                  | Private Energy and Utility Companies         |

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**Purpose**

The purpose of WCESF-3 is to provide Public Works and Engineering coordination in support of emergency events within Wayne County. WCESF-3 can provide personnel and resources to support preparedness, response, recovery and mitigation in support of the primary Office of Emergency Services objectives. WCESF-3 is lead and coordinated by the Wayne County Emergency Operations Center and directs/coordinates all aspects of public works and engineering. WCESF-3 resources are used when individual agencies are overwhelmed and requests additional public works and engineering service assistance.

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## Concept of Operations

### General

- WCESF-3 is organized consistent with the Incident Command System and the Wayne County EOP. This structure and system supports incident assessment, planning, procurement, deployment, coordination, and support operations to Wayne County.
- Procedures, protocols and plans for disaster response activities are developed by the Lead and supporting agencies to govern staff operations at the WCEOC and in the field. These are in the form of the EOP, ESF Annexes, and Standard Operating Guidelines, which describe WCESF-3 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
- In a large event requiring local or State mutual aid assistance, WCESF-3 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.
- Throughout the response and recovery periods, WCESF-3 will evaluate and analyze information regarding public works and engineering service requests for response, develop and update assessments of the impacted area, and undertake contingency planning to meet anticipated demands or needs.

### Organization

- WCESF-3 falls under the Infrastructure Branch. The key emergency functions that fall under WCESF-3 can be grouped into five functional categories:
  - Damage Assessment
  - Restoration of Critical Facilities and Infrastructure
  - Building Inspection and Stabilization
  - Restoration of Transportation
  - Debris Management

### Wayne County

- During an activation of the WCEOC, support agency staff are integrated to provide support that will provide for an appropriate, coordinated and timely response.
- During an emergency or disaster event, the WCEOC will oversee resource prioritization and allocation from support agencies through the WCESF-3 Lead.
- During the response phase, WCESF-3 will evaluate and analyze information regarding public works and engineering service requests. Also, WCESF-3 will develop and update assessments of the public works and engineering services status in the impacted area and undertake contingency planning to meet anticipated demands and needs.
- During the recovery phase, WCESF-3 will evaluate and report damages the occurred Countywide for reimbursement and damage assessment reports. WCESF-3 will conduct building inspections on damaged buildings to ensure building safety and for procedural recommendations.

## **Alerts and Notifications**

- Upon activation of the WCEOP, the Office of Emergency Services staff will notify the point of contact for WCESF-3 through multiple methods.
- The Lead WCESF-3 Coordinating Agency representative or designee will coordinate all activities of WCESF-3.
- Upon instructions to activate WCESF-3, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

## **Actions**

- Actions carried out by WCESF-3 are grouped into phases. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. WCESF-3 encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, may assume direct operational control of provided services.
- WCESF-3 will maintain lists of essential employees who because of their expertise and nature of assigned responsibilities are “on call” throughout all phases of a major disaster operation.

## **Preparedness Actions**

- Actions and activities that develop Public Works and Engineering response capabilities may include planning, training, orientation sessions, and exercises for WCESF-3 personnel.
- Prepare and maintain standard operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency. Ensure lead agency personnel are trained in their responsibilities and duties.
- Coordinate the development and presentation of training courses and exercises for WCESF-3 personnel, provide information on critical facilities to the Office of Emergency Services and develop protocols for frequently provided services.
- Participate in all-hazards exercises involving WCESF-3
- Assign and schedule sufficient personnel to implement WCESF-3 tasks for an extended period of time.
- Coordinate the maintenance of lists of WCESF-3 assets that can be deployed during an emergency.
- Identify anticipated resource shortfalls.
- Address planning issues on an on-going basis to identify response zones and potential staging areas.
- Coordinate planning with WCESF-3 support agencies and other WCESF's to refine Public Works and Engineering operations.
- Develop and implement emergency response activities for Public Works and engineering strategies.



- Maintain liaison responsibilities with support agencies.
- Conduct vulnerability analysis at critical facilities and make recommendations to improve the physical security.
- Annually update and maintain inventory of the personnel, vehicles and equipment to be used during the preparation, response and recovery phases of an emergency or disaster.
- Prepare and maintain a list of personnel to ensure that the 24-hour staffing needs are met to facilitate the restoration of vital infrastructure.
- Maintain a list of construction contractors and engineering firms with active Wayne County contracts who would be available for infrastructure repairs.

### **Response Actions**

- Coordinate WCESF-3 in the WCEOC and/or at other locations as required.
- Establish and maintain a system to support on-scene direction and control and coordination with WCEOC.
- Participate in WCEOC briefings, and provide input to the Planning Section to assist in the preparation of the Incident Action Plans and Situation Reports.
- Implementation of Impact Assessment Teams (as required) to determine post-storm impact to Infrastructure Services functional group resources and ability to perform Continuity of Operations of essential functions.
- Mutual Aid procedures to assist with supporting issues related to a terrorist event.
- Pre-position response resources when it is apparent that public works and engineering resources will be necessary. Relocate public works and engineering resources when it is apparent that they are endangered by the likely impacts of the emergency situation.
- Monitor and direct/coordinate public works and engineering resources and response activities.
- Participate in WCEOC briefings, Incident Action Plans, Situation Reports and meetings.
- Coordinate with support agencies, as needed, to support emergency activities.
- Request State resources through the logistics section; coordinate all resources into the affected areas from designated staging areas.
- Coordinate with other WCESF's to obtain resources and to facilitate an effective emergency response among all participating agencies.
- Prioritize and implement emergency clearing of debris from transportation routes to provide access for emergency response personnel, equipment, and supplies in areas affected by an emergency or disaster.
- Provide life-safety services as required and appropriate.

### **Recovery Actions**

- Continue to provide support as required until response activities are concluded or until they can be managed and staffed by the primary incident agency or jurisdictions.
- Coordinate and complete damage assessment for public and private infrastructure

and structures. Coordinate with GIS to map damage assessment results and provide data to the Finance Section for potential declaration documentation.

- Support the Finance Section in the initiation of financial reimbursement process for these activities when such support is available.
- Prioritize and implement the clearing, repair or reconstruction of transportation facilities (i.e., streets, roads, bridges, ports, waterways, airfields) necessary to restore transportation capabilities.
- Implement Debris Management Plan.
- Provide damage assessment data to the WCEOC for inclusion into the incident action plan.
- Prioritize and implement the restoration of critical public facilities and services, including but not limited to: electricity, potable water, sanitary sewer, storm water systems, natural gas, and telephone service.
- Prepare a prioritized list and perform the demolition or stabilization of damaged public structures and facilities, which pose an immediate hazard or safety risk to the public health.
- Coordinate and assist other WCESF's within the WCEOC.
- When requested through WCEOC, provide assistance to other local governments through existing inter-local agreements.

### **Mitigation Actions**

- Identify and seek funds for retrofitting critical facilities and providing auxiliary power.
- Provide personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.

### **Direction and Control**

- WCESF-3 complies with the Wayne County EOP.
- WCESF-3 will operate under the ICS system as supported by the Wayne County EOP and ESF-3.
- WCESF-3 will coordinate all activities through the WCEOC and the WCESF-3 Representative.
- WCESF-3 Lead Agency will coordinate all activities of WCESF-3 in cooperation with the support agencies.
- WCESF-3 will coordinate damage assessment for all public and non-profit infrastructure.
- Each supporting agency under WCESF-3 will be responsible for their own organizations infrastructure damage assessments. WCESF-3 will coordinate and facilitate the acquisition of damage assessment data with the other organizations and jurisdictions under WCESF-3 to compile the data and provide it to the Finance Section for inclusion in the Countywide damage assessment.
- Other County Departments outside of WCESF-3 will coordinate damage assessment information and figures through the Finance Section for inclusion in the countywide data compilation

- The Wayne County Tax Office will complete the damage assessment for County owned drainage and transportation systems. This information will be coordinated through WCESF-3 and the accumulated package of damage assessment information, which will be provided to the Finance Section for potential declaration documentation.
- As a Department, Building Inspections will do a Countywide Individual damage assessment that will identify individual business and home damages and coordinate that information through WCESF-3. This information will be coordinated through WCESF-3 and the accumulated package of damage assessment information, which will be provided to the Finance Section for potential declaration documentation.
- WCESF-3 will also facilitate the acquisition of the City's I.A. damage assessment information to include with data and then provide the summarized data both to GIS and the Finance Section immediately following an event.
- All other eligible organizational damage assessments again, will be completed by those organizations, but that data will be coordinated and facilitated by and through the Finance Section directly.
- A staffing directory and the WCESF-3 SOP and its accompanying Appendices and Annexes are maintained by the Lead Coordinating and support agencies and updated as required.
- WCESF-3 will operate in support of the WCEOC operations to provide any support to any other WCESF's operation as needed, required, or appropriate through resource requests.

## **Responsibilities**

### **Lead Coordinating Agency:**

- Serve as the lead agency for WCESF-3, supporting the response and recovery operations after activation of the WCEOC and the secondary agency with respect to the Disaster Assessment Team.
- Will coordinate damage assessments for public and private infrastructure with all supporting agencies and report damage assessment information to the Finance Section.
- Attend and document all WCEOC briefings to better disseminate any important information or actions to their staff and support agencies. This representative or their alternate should be prepared to provide status reports on all actions under the public works function (WCESF-3) at each WCEOC briefing.
- Coordinate with first responders, WCEOC, GIS, and NCDOT to prioritize for road clearing to better assist WCESF-9 (Search & Rescue) and their emergency response personnel.
- Coordinate the recovery efforts of support agencies under WCESF-3 and the efforts of other WCESFs under this plan.
- Assist other local governments under existing or future Mutual Aid Agreements made between Wayne County and representatives of the local governments as coordinated through the WCEOC.
- Maintain a listing of construction contractors and engineering consulting firms with active Wayne County contracts who would be available to assist with infrastructure repairs. Maintain an alternate list of contractors and engineers who do not have active Wayne County contracts, but who have expressed interest in assisting.

- Negotiate and administer design contracts with consulting engineering firms for the repair of storm water management systems and the transportation infrastructure, as required.
- Coordinate with County Purchasing in awarding and administering construction contracts for the repair of storm water management systems and the transportation infrastructure.
- Provide documentation on utilization of manpower, equipment, and costs directly related to emergency operations by the Planning and Engineering Department. This documentation should be provided to the representative under WCESF-7 (Resource Support) for official recordkeeping.

**Support Agencies:**

Wayne County Finance Department

Wayne County Solid Waste

Wayne County Inspections Department

Wayne County Planning Department

Wayne County Geographical Information System

Wayne County Facility Services

Wayne County Tax Office

Goldsboro Wayne Transportation Authority

Volunteer Fire Departments

Municipal Public Works Departments

Municipal Building Inspection Departments

North Carolina Department of Transportation

Private Energy and Utility Companies

- 
- Support agencies will provide assistance to the WCESF-3 with services, staff, equipment, and supplies that complement the entire emergency response effort as the WCEOC addresses the consequences generated by the hazards that may impact Wayne County (i.e., severe weather, tropical cyclones, environmental biological, terrorism, technological, and mass migration, etc.). Because services and resources are subject to change from time to time, emergency coordinators are responsible for frequently

updating their resources capabilities with the WCESF-3.

- **Support Actions**

- Identify and train the staff in emergency and disaster response procedures.
- Manage all debris disposal activity.
- Approve of sites for open burning or air curtain incineration (Department of Solid Waste Management from the North Carolina Department of Environmental Protection). The Wayne County Debris Management Plan is incorporated herein by reference.
- Keep the WCEOC informed of the status (i.e. opened or closed) of each site, location, types of debris taken and hours of operation. Provide public service announcements to be released by the County PIO at the WCEOC. Post all activated reduction and burn sites advising the public of dates and times of operations.
- Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to the WCEOC for official record keeping and reporting to Federal and State for possible reimbursement.
- Identify and train staff to perform damage assessments under the control of the Damage Assessment Team Chairperson during exercises and WCEOC activations.
- Direct the Damage Assessment Team in all preliminary damage assessment activities.
- Identify personnel to be trained in damage assessment methodology.
- Provide the WCEOC initial damage assessment information as soon as possible so priorities for emergency debris clearance can be directed to assist any needed Search & Rescue and for the restoration of critical facilities and/or infrastructure.
- Assist and provide unassigned personnel as needed to the disaster recovery centers or shelters.
- Inspect and enforce regulations regarding any un-permitted activity and/or un-licensed contractors.
- Identify to the WCEOC all critical transportation routes and water supplies requiring immediate clearing and restoration in order to save lives and property within the jurisdictional of the municipalities.
- Provide equipment and personnel for clearing of prioritized transportation routes within the municipalities to allow emergency personnel and equipment to rescue and respond to an affected area.
- Advise the WCEOC of the status of restoration of utility services within service areas.
- Have one representative available to respond to questions and provide information at WCEOC briefings. Maintain one representative from each utility company until each is deactivated by the WCEOC. Provide damage assessment information to the Damage Assessment Team so the WCEOC can prioritize recovery operations.
- Provide adequate manpower to restore their particular utility.

- **The North Carolina Department of Transportation**

- Identify to the WCESF-3 representative all critical State transportation routes requiring immediate clearing and restoration in order to save lives and property.
- Provide equipment and personnel for clearing of the prioritized transportation routes, which will allow emergency personnel and equipment to rescue and respond to an affected area.
- As the primary State of North Carolina agency for WCESF-3, NCDOT will coordinate the State's ESF-3 operations with WCESF-3.
- Provide documentation on utilized manpower, equipment, and costs directly related to emergency operations to their State representative under WCESF-7 (Resource Support), for official record keeping and reporting to Federal and State for possible reimbursement or make arrangements for separate Public Worksheet from Federal or State governments.

### **Financial Management**

- WCESF-3 is responsible for managing financial matter related to resources that are procured and used during and event. During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event. If a federally declared disaster exists, then a reimbursement formula is established by the Federal Emergency Management Agency that may be as much as 100 percent, but usually does not exceed 75 percent.
- Expenditures by support entities will be documented by those entities and submitted directly to the Finance/Administration Section or a designated Finance Service officer as soon as possible.

### **References and Authorities**

- State ESF-3 annex
  - North Carolina Statutes, Chapter 376, Pollutant Discharge and Prevention and Removal
  - North Carolina Statutes, Chapter 380, Land and Water Management
  - Lenoir County Debris Management Plan, Department of Solid Waste Management
-

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## Introduction

|                                  |                                     |
|----------------------------------|-------------------------------------|
| <b>Lead Coordinating Agency:</b> | Fire Marshal                        |
| <b>Support Agencies:</b>         | Office of Emergency Services        |
|                                  | Volunteer Fire Departments          |
|                                  | Municipal Fire Departments          |
|                                  | North Carolina Division of Forestry |

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## Purpose

The purpose of WCESF-4 is to provide fire service coordination and support services of emergency events in Wayne County. WCESF-4 can provide personnel and resources to support preparedness, response, recovery and mitigation in support of the primary Office of Emergency Services objectives. WCESF-4 resources are used when individual agencies are overwhelmed and additional fire service assistance is requested.

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## Concept of Operations

### General

- Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the WCEOC and in the field. These are in the form of the EOP and corresponding Appendices, and Standard Operating Guidelines, which describe WCESF-4 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
- In a large event requiring local and State mutual aid assistance, WCESF-4 will coordinate with support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.
- Throughout the response and recovery periods, WCESF-4 will evaluate and analyze information regarding fire detection, suppression, and prevention requests for response, develop and update assessments of the fire service situation and status in the impact area, and do contingency planning to meet anticipated demands or needs.
- When an event is focused in scope to a specific type or response mode technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.

## Organization

### Wayne County

- During an emergency or disaster event, the WCEOC will oversee resource prioritization and allocation from support agencies.
- During the response phase, WCESF-4 will evaluate and analyze information regarding fire service requests. Also, WCESF-4 will develop and updates assessments of the fire service status in the impact area and undertake contingency planning to meet anticipate demands and needs.
- The Fire Marshal develops and maintains the overall WCESF-4 Standard Operating Procedures that govern Response Actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Wayne County Emergency Operations Plan.
- All such documents will be in compliance with the Wayne County Emergency Operations Plan.
- WCESF-4 will also provide impact assessment and needs assessment information back to the WCEOC as an organization in the field and in the community in the aftermath of a disaster to assist with data needed in the decision making process for prioritization of response in the community.

### Alerts and Notifications

- Upon activation of the WCEOC, the Office of Emergency Services will notify the point of contact for WCESF-4 through multiple methods.
- The Lead WCESF-4 Coordinating Agency representative or designee will coordinate all activities of WCESF-4.
- Upon instructions to activate WCESF-4, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

### Actions

Actions carried out by WCESF-4 are grouped into phases. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. WCESF-4 encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services. The following services may be provided:

- Assessment of Fire Rescue needs and potential impacts.
- Fire Rescue personnel.
- Fire Rescue equipment and supplies.
- Evacuation and Re-entry support.
- Emergency responder health and safety.
- Radiological/chemical/biological hazards.



- Mental health and crisis counseling for responders.
- Fire Rescue Public Information and risk communication.
- Fire Rescue Management, Command and control of assets.
- Fire Rescue activities related to terrorist threats and/or events.
- Catastrophic incident and alternate Fire Service facility support.

### **Preparedness Actions**

- Actions and activities that develop fire service response capabilities may include planning, training, orientation sessions, and exercises for WCESF-4 personnel and other emergency support functions that will respond with WCESF-4. This involves the active participation on inter-agency preparedness organizations, which collaborate in such activities on a regular basis.
- Fire Departments will jointly address planning issues on an on-going basis to identify response zones, potential staging areas, potential medical facilities, and establish specialized teams as needed.
- Coordinate planning with WCESF-4 support agencies and other emergency support functions as appropriate to refine fire- rescue operations.
- Coordinate the development and refine procedures to be used in the following field surveys: Rapid Impact Assessment, as required, and community Fire-Rescue assessments.
- Coordinate training and exercise for WCEOC and fire service response team members.
- Prepare and maintain standard operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency. Ensure lead agency personnel are trained in their responsibilities and duties.
- Coordinate the development and implementation of emergency response and firefighting strategies.
- Coordinate and participate in training courses for WCESF-4 personnel, provide information on critical facilities to the Office of Emergency Services and develop protocols for frequently provided services.
- Maintain liaison with support agencies.
- Coordinate vulnerability analysis at critical facilities and make recommendations to improve the physical security.
- Coordinate/participate in all-hazards exercises involving WCESF-4.

### **Response Actions**

- Coordinate WCESF-4 operations in the WCEOC and/or at other locations as required.
- Establish and maintain a system to support on-scene direction and control and coordination with WCEOC, Regional Domestic Security Task Force and the State EOC, or other coordination entities as appropriate.
- Coordinate implementation of Impact Assessment Teams to determine post-storm impact

to Emergency Services functionality and ability to perform Continuity of Operations of essential functions.

- Fire-Rescue support to the RDSTF in the investigation of a terrorist attack.
- Pre-position response resources when it is apparent that fire-fighting resources will be necessary. Relocate fire-fighting resources when it is apparent that they are endangered by the likely impacts of the emergency situation.
- Monitor and direct firefighting resources and response activities.
- Participate in the WCEOC briefings, Incident Action Plans, Situation Reports and meetings.
- Coordinate with support agencies, as needed, to support emergency activities.
- Obtain additional State resources through the WCEOC section and coordinate all resources into the affected areas from designated staging areas.
- Coordinate with other WCESF's to obtain resources and to facilitate an effective emergency response among all participating agencies.

### **Recovery Actions**

- The Fire Marshal, in consultation with the requesting jurisdiction, may obtain additional fire service resources via established mutual aid agreements.
- The North Carolina Division of Emergency Management and the State Fire Marshal's Office serves as the lead agency for fire rescue coordination for State resources in support of local operations and will designate a liaison to the WCEOC from the Regional Office and/or the Regional Domestic Security Task Force (RDSTF) if requested. The liaisons have been trained to carry out ESF-4 responsibilities and will function as State coordinators, assessors and operational personnel in support of local EOC or field activities.

### **Mitigation Actions**

- Identify and seek funds for retrofitting critical facilities (Fire-Rescue) and providing auxiliary power.
- Provide personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.

### **Direction and Control**

- WCESF-4 complies with the National Response Framework, the National Incident Management System and uses the Incident Command System to manage its emergency/disaster responsibilities.
- The WCESF-4 system operates at two levels:
  - Emergency Operations Center;
  - Field operations.
- During emergency activations, all management decisions regarding Wayne County or regional response are made at the WCEOC in coordination with WCESF-4 and the incident commander.
- A staffing directory and the WCESF-4 Standard Operating Procedures are maintained by the Lead Coordinating Agency and updated as required.
- In accordance with a mission assignment from WCESF-4, and further mission tasking by

a local primary agency, each support organization assisting WCESF-4 assignment will retain administrative control over its own resources and personnel but will be under the operation control of WCESF-4. Delegation of mission operational control may be delegated to a management Support Unit, Multi- Agency Coordination Team or a local entity.

## **Responsibilities**

### **Lead Coordinating Agency:** Fire Marshal

- Provide leadership in directing, coordinating and integrating overall County efforts to provide fire rescue assistance to affected areas and populations through WCESF-4 and the supporting agencies.
- Coordinate and direct the activation and deployment of County agencies fire rescue personnel, supplies, and equipment and provide certain direct resources.
- WCESF-4 Representatives or designees will jointly evaluate the emergency situation, make strategic decisions, identify resource needs and secure resources required for field operations.
- Monitor firefighting emergency response and recovery operations. WCESF-4 Fire Chiefs or designees will coordinate all State and Federal firefighting resources into the affected areas from staging areas.
- Manage firefighting and other emergency incidents in accordance with each department's Standard Operating Procedures and under the direction of WCESF-4 Representatives or designee.
- Make specific requests for firefighting assistance to the State ESF 4/State Fire Marshal's Office, through the Wayne County Liaison, as needed.
- Re-assess priorities and strategies, throughout the emergency, according to the most critical fire service needs.
- Assist with emergency evacuations and re-entry of threatened areas of Wayne County.
- Demobilize resources and deactivate the WCESF-4 station upon direction from the Wayne County Incident Commander.
- Coordinate field impact assessment information back through the WCEOC as appropriate.

### **Support Agencies:**

Office of Emergency Services Volunteer Fire

Departments

Municipal Fire Departments

North Carolina Division of Forestry

- Support agencies will provide assistance to the Emergency Support Function and coordinate services, staff, equipment, and supplies to meet the community needs and that complement the entire emergency response effort generated by the hazards that may impact the County.

- The Office of Emergency Services will provide WCEOC support, conduct briefings, direct needs assessments, distribute key information and serve as liaison to the State EOC to request resources.
- Search and Rescue (Emergency Support Function 9) will provide assistance in initial needs assessment, and augment fire service operations through specialized response capabilities.
- The North Carolina Fire Chiefs' Association will work with the Department of Financial Services by forwarding requests for firefighting assistance to the seven regional response zones designated in the State of North Carolina Fire-
- The Department of Agriculture and Consumer Services, Division of Forestry serves as a primary agency during activation of the State Emergency Operations Center for a wildfire, will also request and coordinate the use of all State controlled and/or Forestry Agency Compact assets that are ordered for control of wildfires.

### **Financial Management**

- Each agency is responsible for managing financial matters related to resources that are procured or provided to fulfill a local, regional, statewide, or countrywide need and used during an event. WCESF-4 will coordinate this information for reporting purposes with the support agencies and report the information to the WCEOC as appropriate. During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource during or after the event as required.
- Expenditures by other departments and organizational entities will be documented by those individual entities and submitted directly to the Finance/Administration Section or a designated Finance Service officer as soon as possible for disaster documentation purposes only. Financial reimbursements will be managed and applied for by the individual organizations and agencies.

### **References and Authorities**

- NCEM EOP; Appendix 5 SERT Logistics Section
- NCESF-4 FIREFIGHTING – Tab A, Firefighting Page A-3-C!
- Fire Suppression Draft – Forestry
- The North Carolina Fire Chiefs' Association, Fire-Rescue Disaster Response Plan.

## WCESF-5 – Emergency Management

### **Introduction**

|                                  |   |
|----------------------------------|---|
| <b>Lead Coordinating Agency:</b> | Wayne County Office of Emergency Services                   |
| <b>Support Agencies:</b>         | All Wayne County Agencies and Departments                   |
|                                  | North Carolina Division of Emergency Management             |
|                                  | All North Carolina Agencies and Departments in Wayne County |
|                                  | All Private and Non-profit Organizations in Wayne County    |

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### **Purpose**

The purpose of WCESF-5 is to:

- 1) Collect, analyze, and disseminate tactical and planning information on the nature, scope and potential impacts of an incident or major disaster
  - 2) Use this intelligence to support the Command Group, Logistics, and Operations in their impact assessment and response missions
  - 3) Identify and anticipate future needs and resource requirements, and incorporate this analysis into incident action plans, situation reports, and other planning documents.
- 

### **Concept of Operations**

#### **General**

- WCESF-5 is organized consistent with North Carolina's State Emergency Operations Center and the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System in order to provide incident assessment, planning, and support operations to Wayne County.
- Procedures protocols and plans for disaster response activities are developed to govern staff operations at the WCEOC and in the field. These are in the form of the EOP and corresponding Appendices, and Standard Operating Procedures, which describe WCESF-5 responsibilities. Periodic training and exercises are also conducted to enhance effectiveness.
- In a large event requiring local or state mutual aid assistance, WCESF-5 will work with its support agency counterparts to gather status information, statistics, situation reports, and planning initiatives.
- The development of a fully functional, effective, and sustainable WCESF 5 capability for Wayne County will be guided by the following principles:
  - All Emergency Support Functions will be fully integrated into all phases of WCESF-5.

- WCESF-5 will address the potential impacts of natural, technological and man-made hazards.
- Planning for recovery will begin immediately upon impact of a disaster by means of a core Recovery Planning Unit within ESF 5/Planning Section.
- Emphasis will be given to pre-disaster planning for post-disaster utilization of disaster intelligence to support Incident Action Planning.
- WCESF-5 generated information and analyses will be used in three phases of disaster operations: pre-landfall (predicted impacts of hurricanes); post-landfall immediate response; and sustained response/immediate recovery phase.
- Information and Planning will give priority to five fundamental, interrelated functions:
  - Use of technology and human intelligence to collect, analyze, and disseminate information on disaster impacts, including direct impacts (people, buildings, infrastructure) and indirect impacts (debris generated, hazmat releases)
  - Assess the capabilities of local government, the business community and volunteer agencies to effectively respond to the disaster.
  - Assess and prioritize the immediate needs of impacted communities and neighborhoods.
  - Incorporate the analyses into Incident Action Plans that establish operational objectives, and identify resource requirements to accomplish these objectives.
  - Utilize an Incident Action Matrix to establish priorities, and track progress in meeting objectives.

## Organization

### Wayne County

- During an activation of the WCEOC, support agency staff is integrated with the Office of Emergency Services staff to provide support that will allow for an appropriate, coordinated and timely response.
- The Office of Emergency Services develops and maintains the overall WCESF-5 Appendices, Annexes and Standard Operating Guidelines that govern Response Actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall WCEOP.
- Consistent with NIMS, WCESF-5 will establish and integrate four interrelated intelligence and planning functions:
  - Intelligence;
  - Planning;
  - Documentation;
  - Technical Services.
- The **Intelligence** section is responsible for collecting, analyzing and disseminating disaster intelligence, or information and analyses that describe the nature and scope of hazards and their impacts.

- Disaster intelligence incorporates essential elements of information, which include but not limited to:
  - Compiling Status
  - Area of damage
  - Damage and loss of functionality to essential facilities (police, fire, medical, EOC)
  - Damage and loss of functionality of shelters
  - Damage to roads, bridges, utilities and other key infrastructure
  - Disaster impacts on vulnerable populations, including special needs groups.
  - Human Needs Assessment
  - Status of designated staging areas (Points of Distribution, County Staging Areas, Logistical Staging Areas).
- The **Planning** section is responsible for incorporating information and analysis on the current and forecasted situation into incident action plans and situation reports, which set forth tactical objectives for subsequent operational periods.
- The **Technical Services** section brings together technical specialists whose skills are critical to the use of proven information management systems and technologies to support the WCESF-5 mission. Among the tools and technologies that will be used in the WCESF-5:
  - Geographic Information Systems (GIS)
  - HAZUS-MH (FEMA's multi-hazard loss estimation methodology)
  - HURREVAC
  - Remote sensing
  - SLOSH (surge model)
- The Technical Services section will perform three interrelated functions:
  - 1) To fully integrate GIS into WCESF-5
  - 2) To become proficient in the identification and application of the analyses that contribute to the WCESF-5 mission, including HURREVAC, HAZUS-MH, and SLOSH
  - 3) To provide the analyses to the planning unit in a format that can be readily used to prepare Incident Action Plans and other reports.
- The **Documentation** section maintains accurate and complete incident files, including a record of the major steps that WCESF-5 has taken in preparing and executing the Incident Action Plans.

### Alerts and Notifications

- The Lead WCESF-5 Coordinating Agency representative or designee will coordinate all activities of WCESF-5.
- Upon instructions to activate WCESF-5, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely

to be needed, based on the emergency circumstance.

## **Actions**

- Actions carried out by WCESF-5 are grouped into phases. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. WCESF-5 encompasses a full range of activities from training to the provision of field services.

## **Preparedness Actions**

- Priority will be given to developing an enhanced WCESF-5 capability in Wayne County as part of an ongoing effort to ensure operational readiness for major or catastrophic disasters. This section highlights four key preparedness initiatives.

## **Intelligence Collection and Analysis**

- Gather real-time information as to the status of preparedness activities, information, and planning initiatives for the next operational period.
- Utilize various software packages, conference calls, meetings, etc. to gather information and data on the status of operations and the planning initiatives for the next operational period.
- Facilitate information sharing in the WCEOC with each Work Group as needed and required to gather valuable decision-making information for decision makers.
- To evaluate WCESF's resource and capabilities and shortfalls (e.g., availability of trained personnel, equipment, supplies) to determine the level of State and Federal assistance that is needed, organized by WCESF and/or Work Group.
- Coordinate Planning Meetings.
- Coordinate Briefings if necessary.
- Work with Wayne County Leadership and WCEOC Command Staff and provide planning parameters and information.

## **Training**

Training is a critical Preparedness component of WCESF-5. The objective is to develop and sustain a capability in Wayne County to routinely implement each phase and function of WCESF-5. Accordingly, training will address the following:

- WCESF-5 – Planning and Information – overview of key components of WCESF-5's role, requirements and integrations of WCESF-5 under NIMS.
- Intelligence and Analysis - procedures for identifying, collecting, prioritizing and utilizing intelligence.
- Use of Predictive Models – coordination with North Carolina EM in use of HAZUS-MH and SLOSH for rapid needs assessment; templates; SOPs; identification of needed local expertise (GIS)
- Preparation and Utilization of Incident Action Plans



- Incident Action Matrix: A Tool for Establishing Priorities, Assigning Tasks to Agencies, and Tracking Progress

### **Exercises**

Consistent with NIMS, Wayne County will incorporate ESF 5 plans and procedures into exercises that will be conducted at the local and State level. On an annual basis exercises will be used to evaluate ESF 5 readiness:

Examples:

- Use of an Office of Emergency Services tabletop exercise to test the readiness of WCESF-5 – and specifically the ability to collect, analyze, and disseminate disaster intelligence, and to use this analysis in the preparation of Incident Action Plans.
- Incorporation of WCESF-5 procedures into the annual State of North Carolina hurricane exercise

### **Response Actions**

- The effectiveness of a response operation will be a function in large part by the ability of WCESF-5 to generate accurate, timely and usable disaster intelligence *prior to, during* and *after* an event occurring. Specific operational objectives and standards are outlined below, to guide the continued development of WCESF-5 in Wayne County.
- Use disaster intelligence in the preparation of Incident Action Plans that set forth operational objectives for each operational period.
- Review pre-determined requests for pre-positioning of critical resources (personnel, equipment, supplies).
- Use disaster intelligence to refine and implement protective actions for Wayne County.
- Collect, analyze and apply disaster intelligence in formation and deployment of local damage assessment teams.
- Use disaster intelligence in the deployment of local damage assessment teams.
- Use disaster intelligence and impact assessments in requests for activation of Rapid Response Teams (RRT) should situation warrant.
- Use disaster intelligence and impact assessments in requests for activation of Rapid Impact Assessment Teams (RIAT).
- Develop and utilize the Incident Action Matrix to track and manage resources (personnel, teams, facilities, supplies, major items of equipment).

### **Recovery Actions**

Planning for recovery should begin with initial analyses of the potential impacts of the disaster (for hurricanes, in the pre-landfall phase). Recovery planning under WCESF-5 will address the following:

- Damage assessment requirements and priorities
- Emergency and temporary housing issues
- Business impacts (direct and indirect)
- Debris management

- Route clearance
- Utilities restoration
- Human needs
- And others

### **Mitigation Actions**

Provide analysis to help mitigate the event as much as possible in support of operations.

### **Direction and Control**

The Office of Emergency Services serves as the focal point for WCESF-5 activities. It is responsible for ensuring that all appropriate program departments, support agencies, other WCESF's and other private voluntary agencies have knowledge about the system and WCESF-5 expectations, as well as coordinate and cooperate efficiently during an event.

The WCESF-5 system operates in two arenas:

- 1) The Wayne County Emergency Operations Center
  - 2) Field locations.
- A staffing directory and the WCESF-5 Standard Operating Procedures, its accompanying Appendices and Annexes are maintained by the Primary Coordinating Agency and updated as required.
  - In accordance with a mission assignment from WCESF-5, and further mission tasking by a Local primary agency, each support organization assisting WCESF-5 assignment will retain administrative control over its own resources and personnel but will be under the operation coordination of WCESF-5 and the planning section.

### **Responsibilities**

**Lead Coordinating Agency:** Wayne County Office of Emergency Services

- Coordinate and manage the WCESF-5 function, including the four branches: Intelligence, Planning, Technical Services, and Documentation.
- Collect and process information received from State Rapid Impact Assessment Teams (RIAT) and predictive models, analyze this information, and share with the Planning section.
- Identify and train County staff to support WCESF-5 sections, as outlined in the Plan.
- Coordinate the development and implementation of the Preparedness activities, as outlined in the Plan.
- Coordinate with WCESF7 to ensure that all available resources are logged and requests for resources are filled.
- Ensure that copies of all news releases and situation reports are transmitted to the NCEM EOC (if present, this will be the responsibility of a SERT Liaison).
- Coordinate the management of GIS information and the ability to create visual assessments of the event in any operation as necessary.

**Support Agencies:**

All Wayne County Agencies and Departments

North Carolina Division of Emergency Management

All North Carolina Agencies and Departments in Wayne County

All Private and Non-profit Organizations in Wayne County

Support Agencies will be integrated into the WCEOC depending on the event, severity of the event and/or the necessary expertise of individual agencies, departments, and/or personnel.

**Financial Management**

- During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event.
- Expenditures by support entities will be documented by those entities and submitted directly to the Finance/Administration Section or a designated Finance Service officer as soon as possible.

**References and Authorities**

North Carolina Emergency Operations Plan – NCESF5 – Emergency Management

NCGS166A – Emergency Manage Statute

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**Introduction**

**Lead Coordinating Agency:** Wayne County Department of Social Services

**Support Agencies:** Wayne County Health Department  
Wayne Memorial Hospital  
Wayne County Public Schools  
Office of Emergency Services  
Wayne County Emergency Medical Services  
Goldsboro Wayne Transit Authority  
Wayne County Facility Services  
American Red Cross

**Purpose**

The purpose of WCESF-6A is to coordinate the emergency provision of emergency shelter, emergency mass feeding, and the distribution of coordinated relief supplies for victims of a disaster and disaster workers. WCESF-6A resources are used when individual agencies are overwhelmed and additional mass care, mass feeding assistance, and distribution of coordinated relief supplies is requested.

**Concept of Operations****General**

- Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the WCEOC and in the field. These are in the form of the Emergency Operations Plan and corresponding Appendices and Standard Operating Procedures, which describe WCESF-6A responsibilities. Periodic training and exercises are also conducted to enhance effectiveness.
- In a large event requiring local or State mutual aid assistance, WCESF-6A will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.
- Throughout the response and recovery periods, WCESF-6A will evaluate and analyze information on requirements for mass care, mass feeding and distribution of relief supplies; develop and update assessments of the mass care and mass feeding situation and status in the impact area; and undertake contingency planning to meet anticipated demands or needs.
- When an event is focused in scope to a specific type or response mode, technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.
- WCESF-6B has been tasked to address the requirements of persons with special needs, including

their sheltering requirements. WCESF-6A will coordinate with WCESF-6B to ensure regular dietary feeding at the special needs shelter. Special diet requirements will remain the responsibility of WCESF-6B.

## Organization

### Wayne County

- During an activation of the WCEOC, support agency staff are integrated within the WCEOC to provide support that will allow for an appropriate, coordinated and timely response.
- During an emergency or disaster event, the WCEOC will oversee the prioritization of resources from the support agencies through the Shelter Group.
- During the response phase, WCESF-6A will evaluate and analyze information regarding mass care, mass feeding and distribution of relief supplies. Also, WCESF-6A will develop and update assessments of the mass care services status in the impact area and undertake contingency planning to meet anticipate demands and needs.
- The Department of Social Services will be responsible to coordinate the development and maintenance of the overall WCESF-6A Standard Operating Procedures that govern Response Actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the County Comprehensive Emergency Management Plan.
- WCESF-6A falls under the Shelter Group, and is closely coordinated with the other WCESF's that address basic needs of the impacted population: Food and Water (WCESF-7D), Volunteers and Donations (WCESF-7B), Agriculture and Natural Resources (WCESF-11) and Special Needs (WCESF-6B). WCESF-6A organization will be guided by the following:
  - The Shelter Group will provide input to the WCEOC for the assessment of the magnitude of the disaster impacts, the identification of operational priorities; and assessments of resources needs and potential shortfalls.
  - The Department of Social Services will be the lead coordinating agency for WCESF-6A with operational support provided from the support agencies.
  - Lead and support agencies will provide sufficient personnel to staff the Emergency Operations Center 24 hours per day, seven days per week. The staff will be qualified persons able to facilitate decisions for the department they represent.
  - WCESF-6A representative at the WCEOC will be the coordinating link or conduit for operations during an emergency or disaster operation.
  - The Shelter Group will continuously provide support information to the WCESF-6A representative at the WCEOC by providing comprehensive reports on all sheltering and mass feeding operations. These comprehensive reports will address openings, closings, shelter locations, shelter censuses and mass feeding locations.

- Support agencies, other than those represented at the WCEOC, will coordinate all their responsibilities under WCESF-6A with the WCESF lead.
- The WCEOC leadership will determine the need to establish a County Receiving Distribution Point (CRDP) to receive disaster related commodities from the State Logistics Staging Area. The CRDP will receive these disaster commodities, account for them, store commodities as required, ship commodities to Points of Distribution, redirect and recover unused supplies.

### **Alerts and Notifications**

- Upon activation of the EOP, the Wayne County Emergency Operations Center will notify the point of contact for WCESF-6A through multiple methods.
- The Lead WCESF-6A Coordinating Agency representative or designee will coordinate all activities of WCESF-6A.
- Upon instructions to activate WCESF-6A, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

### **Actions**

- Actions carried out by WCESF-6A are grouped into phases. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. WCESF-6A encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services.
  - Assessment of the potential disaster impacts on the general population, including vulnerable groups that are identified in the Basic Plan.
  - Emergency responder health and safety.
  - Mental health and crisis counseling for responders.
  - Activities of support agencies.

### **Preparedness Actions**

#### **General**

Actions and activities that develop Mass Care response capabilities may include planning, training, orientation sessions, and exercises for WCESF-6A personnel (i.e., County, State, Regional, and Federal) and other emergency support functions that will respond with WCESF-6A. This involves the active participation on inter-agency preparedness organizations, which collaborate in such activities on a regular basis.

1. Coordinate planning with WCESF-6A support agencies, and other emergency support functions to refine Mass Care operations.
2. Coordinate training of WCESF-6A staff in the utilization of disaster intelligence from WCESF-5 (HAZUS- MH) to identify and scale the potential WCESF-6A mission, including Mass Care and Mass Feeding.

3. Coordinate training and exercise for WCEOC and Mass Care Team members.
4. Prepare and maintain emergency operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency.
5. Ensure lead agency personnel are trained in their responsibilities and duties.
6. Coordinate the development and presentation of training courses for WCESF-6A personnel, provide information on critical facilities and develop protocols for frequently provided services.
7. Maintain liaison with support agencies.
8. Coordinate vulnerability analysis at critical facilities and make recommendations to improve the physical security.
9. Coordinate all hazards exercises involving WCESF-6A.
10. Coordinate and plan for the operations of community risk and host shelter needs before, during, and after a disaster event with all necessary support agencies and organizations.
11. Maintain up to date data on all operations and coordinate with the Planning Section on such information.
12. Coordinate with Logistics Section for any anticipated or potential shortfalls in resources.

### **Shelter Planning**

Work with local government, and voluntary service delivery units, Wayne County Office of Emergency Services, Wayne County Public School Districts, and other applicable agencies in activities related to survey the suitability of facilities to be used as shelters utilizing pre-determined standards as guidelines.

1. Maintain and annually update a roster of primary contact WCESF-6A Personnel representing each agency under WCESF-6.
2. Coordinate closely with the WCEOC and the Office of Emergency Services to ensure an annually updated shelter list is available and maintained at the WCEOC.
3. Plan and coordinate comfort station operations as needed and appropriate.
4. Coordinate with the WCEOC in the assessment of public need to determine the opening or closing of public shelters before and after an emergency or disaster event.

### **Mass Feeding**

1. Coordinate with WCESF-5 (Emergency Management) and WCESF-11 (Agriculture & Natural Resources) to develop and refine procedures for establishing and operating mass feeding sites, to be operated by volunteer agencies.
2. Coordinate with the WCEOC in establishing, managing and supplying mass feeding sites to meet any unmet needs as appropriate.

## **Response Actions**

### **General**

- Coordinate operations in the WCEOC and/or at other locations as required.
- Establish and maintain a system to support on-scene direction and control and coordination with county WCEOC.
- Activate mutual aid procedures to assist with supporting issues related to a terrorist event.
- Pre-position response resources when it is apparent that Mass Care resources will be necessary. Relocate Mass Care resources when it is apparent that they are endangered by the likely impacts of the emergency situation.
- Monitor and direct mass care resources and response activities.
- Participate in WCEOC briefings, Incident Action Plans, Situation Reports and meetings.
- Coordinate with support agencies, as needed, to support emergency activities.
- Obtain additional resources through the Logistics Section; coordinate all resources into the affected areas from designated staging areas.
- Coordinate with other WCESF's to obtain resources and to facilitate an effective emergency response among all participating agencies.

### **Shelter Management**

1. Once the WCEOP is activated, WCESF-6A will be organized in a manner that ensures rapid response to the mass care needs of people affected by a disaster. When activated, agencies in WCESF-6A will operate under these plans and financially support their own activities.
2. WCESF-6 will coordinate with WCESF-2 as appropriate and necessary to ensure that each shelter has a working communications system and has contact with the WCEOC. This may include radio, telephone, and/or cellular telephone communication devices. The WCESF-6A Representative at the WCEOC will keep the WCEOC Supervisor and WCESF-2 (Communications) informed about any unmet need regarding communications.
3. Open shelters at the request of the Incident Commander.
4. Register all persons seeking shelter using pre-determined shelter registration forms
5. Provide WCESF-5 (Emergency Management) basic Zip Code information on occupants of shelters.
6. Monitor occupancy levels and ongoing victim's needs and provide the WCEOC with a listing of "Open" shelters and their populations as requested or needed.

### **Mass Care**

1. Coordinate with WCESF-8 (Health and Medical) and WCESF-6B (Special Needs Groups) to ensure people's needs are being met where appropriate.
2. Ensure that a sufficient number of first aid trained and qualified personnel are stationed at each mass care site.
3. Coordinate with WCESF-15 (Volunteers and Donations) regarding the use and coordination of voluntary agencies that spontaneously engage in providing mass care.



4. Coordinate with WCESF-12 (Energy): Provide for power service restoration to mass care sites and for the acquisition of supplemental power sources.
5. Coordinate with WCESF-13 (Law Enforcement): Provide security resources needed at mass care sites. Wayne County Sheriff's Department will provide security at county located shelters and the Municipal Law Enforcement Departments provides security at shelters located in their municipalities.

### **Mass Feeding**

1. Provide information to and coordinate with WCESF-5 (Emergency Management) and WCESF-11 (Agriculture & Natural Resources) regarding mass feeding sites established by the American Red Cross, Salvation Army, Southern Baptist convention and other volunteer agencies.
2. Coordinate with WCESF-11 (Agriculture & Natural Resources) to support established mass feeding sites operated by volunteer agencies as appropriate. The first priorities of mass feeding activities will be disaster victims.
3. Emergency workers will be encouraged to utilize established mass feeding sites in lieu of individual site distribution.
4. Coordinate mass feeding locations to ensure optimal logistics for public service based on emergency needs.
5. Coordinate with WCESF-8 (Health & Medical) for sanitary/health inspections at risk and host shelter locations, comfort stations, and other mass care service locations and work to resolve any issues.
6. WCESF-11 (Agriculture & Natural Resources) and WCESF-15 (External Affairs): Coordinate with WCESF-6A in provision of food and water to mass feeding sites. This will include procuring food from the USDA, donations and private vendors.
7. WCESF-11 (Agriculture & Natural Resources): Coordinate with WCESF-6A to identify the need for storage and distribution of food for mass feeding sites.
8. Provide staffing in the WCEOC under coordination of the lead agency if required. Agencies may be called upon to supply clerical/ administrative personnel.
9. Coordinate with the WCEOC Supervisor for unmet resource needs.

### **Recovery Actions**

- Continuously monitor occupancy levels and ongoing victims' needs at shelters and will provide the WCEOC with a daily listing of data for each shelter.
- Coordinate the consolidation of shelters, staff, resources (i.e., communications and law enforcement), and supplies as sheltering needs diminish. Coordinate host sheltering outside of school district resources as appropriate.
- Continue to coordinate with WCESF 11 (Agriculture & Natural Resources) & 15 (External Affairs), to establish and maintain mass and mobile feeding sites. The need and location of these sites will be reviewed and evaluated daily. Sites may be closed when no longer needed and feeding routes for mobile units should be established or changed according to need.

### **Mitigation Actions**

- Participate in shelter deficit reduction strategies/activities and shelter demand studies.
- Work with the Wayne County Office of Emergency Services on public education programs to reduce shelter demand.
- Educate citizens on disaster preparedness activities.

### **Direction and Control**

During emergency activations, all management decisions regarding County or regional response are made at the County Emergency Operations Center.

A staffing directory and the ESF-6A Standard Operating Procedures are maintained by the Lead Coordinating and support agencies and updated as required.

All Mass Care field personnel will coordinate activities with ESF-6A at the County Emergency Operations Center.

### **Responsibilities**

**Lead Coordinating Agency:** Wayne County Department of Social Services

- There are six (6) identified shelters for use in Wayne County. The primary shelters are Meadow Lane Elementary, Spring Creek Elementary and CB Aycock High. The secondary shelters are Tommy's Road Elementary, Wayne Academy and Spring Creek Middle.
- A written agreement exists between the Wayne County Chapter of the American Red Cross, Wayne County Department of Social Services and the Wayne County Board of Education for the coordination of shelter and mass care.
- The Wayne County Department of Social Services and the Wayne County Health Department are jointly responsible for opening and operating shelters as needed in Wayne County.
- Lead Coordinating Agencies coordinate all aspects of their supporting agencies.
- The Department of Social Services will open shelters along with Health Department and establish mobile and fixed feeding sites. Partnering in shelters first aid will be available at mass care sites.
- The Shelter Group will develop and maintain a roster of personnel to staff a WCESF-6A desk. Ensure the presence of resource materials in sufficient quantities in the WCESF6A WCEOC location.
- Support WCESF-6A with information regarding
- Guidelines and accepted procedures for opening shelters during a hurricane are as follows:
  - Category I, 74 – 95 MPH Winds      -      One Shelter
  - Category II, 96 – 110 MPH Winds      -      Two Shelters

- Category III, 111-130 MPH Winds - Three Shelters

**Support Agencies:**

Wayne County Office of Emergency Services  
 Wayne County Department of Social Services  
 Wayne County Health Department  
 Wayne County Public Schools  
 Wayne Memorial Hospital

(NOTE: Each Support Agency should review its own roles and responsibilities and revise in conjunction with the Salvation Army)

**Office of Emergency Services**

- Determine risk shelter locations in coordination with WCESF-6A.
- Determine the need for comfort stations and coordinate with WCESF-6A to implement operations.
- Coordinate the opening and closing of host and risk shelter operations as appropriate with WCESF-6A.
- Coordinate with WCESF-6A to implement operations to meet any unmet needs as appropriate.

**School District of Wayne County**

- Provide access to designated schools
- Provide buses for logistical support to WCESF-6A.
- Support WCESF-6A mass feeding through USDA resources.

**Wayne County Emergency Medical Services**

- Assist through WCESF-8 in supplying personnel and equipment to provide emergency transportation of medically needy persons from shelters to more advanced care facilities.
- Under WCESF-18, Emergency Medical Services will assist in providing mass care to persons with special needs.

**Wayne County Health Department**

- WCESF-8 will coordinate with WCESF-6A and supply personnel to monitor and control public health factors to prevent the spread of disease at mass care sites (see ESF 8 for details).

**Wayne County Department of Social Services**

- WCESF-8 will coordinate with WCESF-6A and supply personnel to staff the shelter and control public health factors to prevent the spread of disease at mass care sites (see WCESF-8 for details).

## **Financial Management**

- WCESF-6A is responsible for managing financial matters related to resources that are procured and used during an event. During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event. If a federally declared disaster exists, then a reimbursement formula is established by the Federal Emergency Management Agency that may be as much as 100 percent, but usually does not exceed 75 percent.
- Expenditures by support entities will be documented by those entities and submitted through WCESF-6A to the Finance Section.

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## Introduction

**Lead Coordinating Agency:** Wayne County Department of Social Services

**Support Agencies:** Wayne County Health Department

Goldsboro Wayne Transit Authority

Office of Emergency Services

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## Purpose

Wayne County is required by North Carolina Statute 252 to voluntarily register people who need assistance to evacuate in the event of an emergency such as a hurricane, localized flooding or hazardous material incident. The purpose of WCESF-6B is to set forth procedures for all aspects of sheltering of persons with special needs.

The Wayne County Special Needs Program identifies persons that need assistance during an evacuation due to physical, emotional, cognitive, or sensory impairments, and who are not able to respond independently to an emergency situation that requires that they evacuate their residence.

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## Concept of Operations

### General

- Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the WCEOC and in the field. These are in the form of the Comprehensive Emergency Management Plan, and Standard Operating Procedures, which describe WCESF-6B capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
- The Wayne County Department of Social Services maintains a registry of persons in Wayne County with special needs. Registration in the program is voluntarily but residents are urged to pre-register to ensure that adequate resources can be identified before a disaster occurs. The Wayne County Health Department screens registrants for medical eligibility into the special needs shelter. Registration of persons with special needs is accomplished in several ways, including:
  - Coordination with home health care providers who complete applications for persons assigned to their agency
  - Assistance from the Area Council on Aging
  - Public service announcements to include distribution of applications during public presentations
  - Announcements of program twice-annually by power company
- In a large event requiring local or State mutual aid assistance, WCESF-6B will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of required assets.
- Special needs shelters are established separate from the Salvation Army public shelters.

A Special Needs facility(s) will be coordinated by WCESF-6B with the Office of Emergency Services.

- It is the policy of Wayne County to provide registration to any resident requesting assistance in notification, transportation, or sheltering of special needs residents. Registrants will be prescreened to determine the level of assistance required.
- Transportation will be provided to public shelters, Special Needs Shelters, or hospitals. Transportation will not be provided to private destinations.
- For the purposes of this plan, persons with special needs do not include residents of licensed 24- hour residential facilities such as hospitals, group homes, nursing homes, adult congregate living facilities, and any other residential care facility. Residential care facilities are required to develop disaster plans, which provide for the continuation of care for their clients during emergencies.

\* The WCEOC and all public safety dispatch centers are equipped with telephone devices to communicate with the hearing impaired (TTY). 9-1-1 is the dedicated number for use of TTY users in emergencies. The Citizen Information Center is also equipped with a TTY during WCEOC activation.

## **Organization**

### **Wayne County**

- The Director or their designee of the Wayne County Health Department will serve as the medical director of the special needs shelter. The director will be responsible for developing procedures, staffing patterns and resource needs. These will be reviewed and updated annually. The Emergency Medical Services will provide assistance to the special needs shelter operations.
- During an activation of the WCEOC, support agency staff are integrated with the Wayne County Health Department staff to provide support that will allow for an appropriate, coordinated and timely response.
- During an emergency or disaster event, the WCEOC's Operations Section Chief will coordinate the support resources from the support agencies with the Human Services Branch Chief.

## **Alerts and Notifications**

- Upon activation of the EOP, the Office of Emergency Services staff will notify the point of contact for WCESF-6B through multiple methods.
- The Lead WCESF-6B Coordinating Agency representative or designee will coordinate all activities of WCESF-6B.
- Upon instructions to activate WCESF-6B, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

## **Actions**

- Actions carried out by WCESF-6B are grouped into phases. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. Emergency Support Function-1 encompasses a full range of activities from training to

the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services.

### **Preparedness Action**

- Actions and activities that develop Special Needs response capabilities may include planning, training, orientation sessions, and exercises for WCESF-6B personnel (i.e., County, State, Regional, and Federal).
- Coordinate planning with WCESF-6B support agencies and other emergency support functions to refine Special Needs operations and the resources needed to operate the facility.
- Identify the special needs facility and develop mobilization plans.
- Prepare and maintain emergency operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency. Ensure lead agency personnel are trained in their responsibilities and duties.
- Coordinate the development and presentation training courses for WCESF-6B personnel, provide information on critical facilities to the Office of Emergency Services and develop protocols for frequently provided services.
- Participate in all hazards exercises involving WCESF-6B.
- Assign and schedule sufficient personnel to implement WCESF-6B tasks for an extended period of time.
- Maintain a list of WCESF-6B assets that can be deployed during an emergency. Refer to the NIMS Resource Typing System in organizing and typing these resources.
- Coordinate transportation for persons with special needs to include wheel chair equipped vehicles.
- Coordinate capabilities to address the emotional and psychological needs of special needs populations and staff.

### **Response Action**

- Establish and maintain a system to support on-scene direction and control and coordination with WCEOC, regional task force and State EOC.
- Pre-position response resources when it is apparent that special needs groups will be potentially impacted by an emergency or disaster. Relocate WCESF-6B resources when it is apparent that they are endangered by the anticipated impacts of the emergency situation.
- Participate in WCEOC briefings, and sessions to prepare Incident Action Plans and Situation Reports that address wCESF-6B.
- Coordinate with other WCESF's to obtain resources and to facilitate an effective emergency response among all participating agencies.
- Coordinate with the Logistics Section for resources beyond WCESF or WCEOC capabilities.

### **Recovery Action**

- Once the emergency has ended and it is safe to return home, coordinate transportation with WCESF-1 for all individuals who require it.
- Develop demobilization plan to include consideration for those who have no homes from which to return.
- Continue to provide support as required until response activities are concluded or until they can be managed and staffed by the primary incident agency or jurisdictions.
- Initiate financial reimbursement process for recovery activities when such support is available.

### **Mitigation Action**

- Continue to develop and improve operations through after action plans and lessons learned and plan for continued population growth and the ability to service the special needs population as appropriate.
- Continue to develop and purchase resources to improve efficiency and effectiveness of operations.

### **Direction and Control**

- The WCESF-6B system operates at two levels: 1) WCEOC; and 2) Field operations.
- During emergency activations, all management decisions regarding Wayne County or regional response are made at the WCEOC by the WCESF-6B coordinator.
- A staffing directory and the WCESF-6B Standard Operating Procedures, its accompanying Appendices and Annexes are maintained by the Primary Coordinating Agency and updated as required.
- In accordance with a mission assignment from WCESF-6B, and further mission tasking by a local primary agency, each support organization assisting WCESF-6B assignment will retain administrative control over its own resources and personnel, but will be under the operational control of WCESF-6B. Delegation of mission operational control may be delegated to a Management Support Unit, Multi-Agency Coordination Team or a local entity.

### **Responsibilities**

**Lead Coordinating Agency:** Wayne County Department of Social Services

- Coordinate the special needs shelter operations, including development of procedures, staffing patterns and identification of resource needs.
- Provide leadership in directing, coordinating and integrating overall County efforts to provide assistance to affected special needs populations.
- Assisting with general duties of the shelter operations.
- Operate within a National Incident Management System compliant command and control structure (i.e., Incident Command System) to assure that services and staff are provided to areas of need.
- Coordinate with support agencies all resource needs for special needs shelter operations.
- Coordinate through the Logistics Section for resources unavailable or expended locally.
- Coordinate all information through WCESF-6B.



**Support Agencies:**

Wayne County Health Department

Goldsboro Wayne Transit Authority

Office of Emergency Services

- Support agencies will coordinate with the lead agency to support all operations and coordinate resources in an effective and efficient manner to complete mission assignments.
- Coordinate through WCESF-6B, all information to and from the WCEOC/IC and Planning Section for informed decision-making processes.

**Wayne County Health Department**

- Oversee the operation of the Special Needs Shelter and all aspects associated with its operation. This will include but not be limited to the Medical Direction and staffing of the shelter during activation, keeping track of all documentation related to personnel, equipment, operating supplies, and contractual services, etc.
- Coordinate unmet operational resource needs through WCESF-6B as needed to manage and maintain operations.

**Goldsboro Wayne Transit Authority**

- Coordinate transportation for individuals requiring transport with special needs to the Special Needs Shelter.

**American Red Cross**

- Provide food service to Special Needs Shelter.

**Wayne County School District**

- Provide for the use of District assets to be utilized at the special needs shelter. Assets include, but are not limited to: staff support to assist in the set up and take down of the shelter; provision of 24/7 custodial and maintenance support to shelter operations; access to all facilities to ensure the health, welfare and safety of county citizens as required.
- Provide facilities, staff support, and feeding support once USDA food stocks are released in cooperation with the WCESF-6B special needs operations as appropriate.

**Financial Management**

- WCESF-6B is responsible for managing financial matters related to resources that are procured and used during an event. During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement

from the appropriate resource after the event.

- Overall disaster expenditures will be summarized, coordinated, and reported through WCESF-6B to the Finance Section for maintenance and summarization of overall disaster expenses for reporting and documentation purposes.

## WCESF-7A – Resource Support

### **Introduction**

**Lead Coordinating Agency:** Wayne County Office of Emergency Services

**Support Agencies:** All Wayne County Departments  
North Carolina Division of Emergency Management

### **Purpose**

The purpose of WCESF-7A is to acquire the necessary resources to support disaster operations. Provide fiscal and logistical managerial support through timely and efficient acquisition and distribution of resources, purchasing, contracting, renting and leasing of supplies and equipment.

### **Concept of Operations**

#### **General**

- WCESF-7A is organized consistent with the Wayne County Emergency Operations Plan. This structure and system supports incident assessment, planning, procurement, deployment, coordination, financial responsibilities, and support operations to Wayne County.
- WCESF-7A will coordinate through the WCEOC or OES
- Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the WCEOC and in the field. These are in the form of the EOP and corresponding Appendices, and Standard Operating Procedures, which describe WCESF-7A responsibilities. Periodic training and exercises are also conducted to enhance effectiveness.
- The focal point for all requests for resources will be the WCEOC. Resource requests unable to be provided by applicable WCESFs will be routed to North Carolina Emergency Management. In coordination with the WCEOC, the WCESF-7A representative will determine the sources of the needed resources. The WCESF-7A representative will follow procedures as outlined in the Logistics Management Support Annex to procure any required resource.

### **Procurement Process**

1. Equipment and materials will be procured from both intra-departmental and inter-departmental supplies. Inter-departmental resource requests will be submitted and routed through the WCEOC or OES. Requests unable to be filled by Wayne County inventories are procured through North Carolina Emergency Management or from commercial vendors. Sources include assets within county government and the municipalities. During disaster situations, all resources within county government agencies are considered available. Coordination for such resource reallocation will be accomplished within the WCEOC. If necessary, reimbursement will be made in accordance with local directives.

- If needed supplies and equipment are not available within county government resources, the WCEOC or OES will attempt to purchase or lease them from commercial sources.
  - When resources cannot be acquired through local sources, requests for these items will be made to the State EOC. These requests may be filled by state resources, Intra-state mutual aid, interstate mutual aid or federal resources.
  - Wayne County Departments should maintain lists of vendors and suppliers of equipment, materials and services needed by their needs during disaster, response, and recovery operations in coordination with the Purchasing Department.
  - The Statewide Mutual Aid Agreement will be implemented as necessary to obtain required goods and services from other jurisdictions.
  - Contracts for resources or services will be initiated by OES upon request from appropriate Department Head. Contracts will be managed by the responsible County Department and Finance Department for the support provided.
  - WCESF-7A will conduct operations in accordance with all local, state and federal laws and regulations.
  - In some cases, needed resources may be available through donations and volunteers. Coordination will be maintained between WCESF-7 and WCESF-15 (External Affairs) on a continual basis.
  - Information is disseminated to volunteer groups, vendors and other governmental agencies that may supplement local resources in a variety of ways. Volunteer organizations have direct participation in emergency operations in Wayne County. The Lead Agency for WCESF-15 (External Affairs) is responsible for coordinating all volunteer efforts for resource distribution. Additional resources are available throughout the State by simply making a request for resources from other local government administrators or elected officials.
2. Transportation- Transportation requirements will be coordinated through WCESF-1 (Transportation).
    - All available transportation assets will be used to deliver resources to affected areas.
    - Sources include county and municipal assets.
    - Existing Wayne County resources will be transported to the disaster area through coordination with WCEOC and WCESF-1 (Transportation).
    - Commercial vendors are responsible for transportation of their own product/service.
  3. Staging Areas. The Maxwell Center is identified as the County Receiving Distribution Point (CRDP) for resources brought into Wayne County.
    - The CRDP is mission tasked and reports to the WCEOC.
    - The County will establish a CRDP to receive and distribute resources to the Points of Distribution.
    - The Office of Emergency Services manages the CRDP.
    - Points of Distribution will be established as required.
  4. Storage Facilities. There are numerous storage facilities available throughout the county. WCESF-7A will identify any further storage space that would be necessary.
    - The replacement of any damaged or destroyed facilities would be accomplished by

- relocating the affected personnel to other county-owned buildings, or space obtained as outlined above, temporarily until the damaged facilities can be repaired or replaced by County personnel or through contractual arrangements secured on an emergency basis through OES.
- It is the responsibility of agencies receiving loaned property to maintain appropriate accountability of items received.
    - Agencies will monitor and track loaned items.
    - Documentation will be provided to lending organizations for their records.
    - Intra-departmental property/equipment requests are documented through WCESF-7A.

## **Organization**

### **Wayne County**

- During an emergency or disaster, the primary and support agencies of WCESF-7A will assign personnel to the WCEOC. In addition, WCESF-7A will:
  - Operate throughout the emergency, either in the WCEOC, or at a location designated by the WCEOC.
  - Alert designated primary personnel of possible resource needs and to report to the WCEOC.
  - Maintain liaison with other WCESF's and interested parties. This will be accomplished through the coordination with the WCEOC and Work Group Representatives.
  - At the tasking of the WCEOC, take action if another WCESF requires assistance in obtaining needed items. WCESF-7A finds a source for needed items and provides to the requesting emergency support function the name of the contact person, the price and schedule for when the material can be made available at the established location.
  - Unless otherwise directed and in order to provide resource support when needed during disaster operations, the WCESF-7A function will be staffed on a 24 hour basis at the WCEOC.

## **Alerts and Notifications**

- Upon activation of the EOP, the Office of Emergency Services will notify the point of contact for WCESF-7A through multiple methods.
- The Lead WCESF-7A Coordinating Agency representative or designee will coordinate all activities of WCESF-7A.
- Upon instructions to activate WCESF-7A, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

## **Actions**

- Actions carried out by WCESF-7A are grouped into phases of emergency management: prevention, preparedness, protection, response, recovery and mitigation. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service.

### **Preparedness Action**

- Actions and activities that develop Resource capabilities may include planning, training, orientation sessions, and exercises for WCESF-7A personnel (i.e., County, State, Regional, and Federal).
- Establish a work schedule for staff to report to the WCEOC before, during and after an event and a general outline of individual responsibilities.
- Pack telephone lists, disaster files and laptops for transfer to the WCEOC.
- Keep disaster file up to date with phone numbers of employees, State EOC and FEMA representatives. Establish emergency contact persons for all support agencies and outside agencies who are likely applicants for public assistance. Obtain home phone, cellular, and/or pager numbers for each agency's designated contact persons.
- Activate protective measures on Wayne County facilities or buildings.

### **Response Action**

- Coordinate operations at the WCESF-7A office in the WCEOC and/or at other locations as required.
- Fulfill other responsibilities as WCESF-7A Lead Agency.
- Support agencies may be directed to deploy personnel and other resources.
- Provide communications resources in coordination with WCESF-2 (Communications).
- Provide transportation resources in coordination with WCESF-1 (Transportation).
- Assist, facilitate, and coordinate contractual services between the County and commercial sources.

### **Recovery Action**

- WCESF-7A will support the WCEOC with providing logistical support for:
  - Staff movement.
  - Procuring equipment after disaster events.

### **Mitigation Action**

- Work with other county agency and local purchasing directors and other purchasing agents.

## Direction and Control

- WCESF-7A complies with the National Response Framework, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by Wayne County, which functions as the official disaster response, preparedness, recovery and mitigation organization.
- In times of emergency, when the WCEOC is in operation, the WCESF-7A Coordinator works directly with the Office of Emergency Services at the WCEOC to meet the needs of this support function.

## Responsibilities

**Lead Coordinating Agency:** Wayne County Office of Emergency Services

The primary responsibility for coordinating resource support for disaster operations rests with the Office of Emergency Services.

- Responsible for allocating and coordinating resources and support activities through WCESF-7A.  
Designated support agencies will furnish resources as required. Such support will be terminated at the earliest practical time.
- Provide support staff for the procurement of commodities and services, the leasing of buildings, and other facilities and facilities management.
- Coordinate and allocate food, equipment, and supplies made available through current county stocks or if necessary, from commercial sources.
- Serve as the primary agency for WCESF-7A and be present at the WCEOC.
- Identify funding for emergency expenditures with the Finance Department.
- Maintain records of expenditures.
- Keep County Leadership informed of expenditure and reimbursement information.
- Coordinate Recovery Actions with FEMA to include the DSR process.
- Provide training to WCEOC agencies for proper financial management during disasters.
- Serve as County's point of contact for financial management activities, along with the Finance Department

**Support Agencies:** All Wayne County Departments  
North Carolina Division of Emergency Management

Support agencies will provide manpower and any materials (additional computer hardware/software, vendor contacts, etc.) dependent on the characteristic needs of the impending disaster.

## **Wayne County Departments**

- Work with OES to develop memorandums of understanding with vendors for essential items needed before and after a disaster.
- Provide staff in the WCEOC to coordinate resource requests.
- Identify suppliers for resources.
- Provide resources, personnel, or other needs assets to other County Departments.
- Maintain current lists of Departmental Assets.

## **Financial Management**

- During a state of general emergency in Wayne County (officially declared by the Board of County Commissioners) certain "procedures and formalities otherwise required of Wayne County" are waived including "entering into contracts & incurring obligations."
- All inter-departmental and a portion of intra-departmental procurement from existing inventories is handled on the departmental level with no assistance from WCESF-7A. If this course is pursued, departments are instructed to document all transactions pursuant to FEMA audit requirements.
- Resources obtained from outside sources (other governmental entities or commercial suppliers) are routed through WCESF-7A as necessary.
- Expenditures for cost recovery are documented during the incident and after the incident period. All response agencies work with WCESF-7A personnel in notifying the Department of Administrative Services of expenditures based on standard accounting procedures.
- Each county agency is responsible for tracking its own costs associated with WCESF-7A operations, using the standard procedures established by the support agency's standard accounting and tracking procedures.
- Each county agency will file for reimbursement of the costs it incurs through its own agency's accounting and reimbursement filing system and coordinated through WCESF-7A and the Finance Section. Each county agency is responsible for monitoring staff hours using its own tracking system, and requesting financial reimbursement for staff hours incurred in coordination with WCESF-7A operations.
- The State Emergency Operations Center through the WCEOC will provide appropriate forms, and provide guidance to complete forms for efficient tracking and reimbursement.

## **References and Authorities**

- State ESF-7A Annex
- County Distribution SOP



## WCESF7B – Volunteers and Donations Management

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### **Introduction**

**Lead Coordinating Agency:** Wayne County Office of Emergency Services

**Support Agencies:** The Salvation Army  
American Red Cross  
United Way of Wayne County  
Interfaith Organizations and Agencies

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### **Purpose**

The purpose of WCESF-7B is to coordinate the efficient and effective utilization of affiliated and unaffiliated volunteers and donated resources to meet the needs of the impacted area(s) of Wayne County following a disaster or other incident of significance.

Overall management, coordination and prioritization of volunteer support and distribution of donated resources to meet the needs of the impacted area(s) following a disaster or other incident of significance. The following **policies** apply:

- All unaffiliated volunteer activity will be coordinated by WCESF-7B.
- All unsolicited offers of donations will be routed to and/or coordinated by WCESF-7B.
- All requests for goods or services that can be provided through volunteers or donations will be coordinated by WCESF-7B.

The following **assumptions** will guide the implementation of WCESF-7B in Wayne County:

- A significant natural or man-made catastrophic event will produce an overwhelming public response both locally and from outside of Wayne County.
  - Type and location of damage sustained during the event will influence the amount and type of assistance required.
  - Effective coordination of disaster response requests will be difficult during the immediate post- event time period due to damage or destruction of communication networks.
  - Damage or destruction of transportation networks will slow response and delay arrival of volunteer and donations resources.
  - It is impossible to have advance knowledge of the arrival of all donations.
  - Numerous unaffiliated volunteers will arrive without prior coordination.
  - An accurate inventory management system is essential to the effective and timely distribution of donated resources.
-

## Concept of Operations

### General

- Procedures protocols and plans for disaster response activities are developed to govern staff operations at the WCEOC and in the field. These are in the form of the Comprehensive Emergency Management Plan, and corresponding Appendices and Standard Operating Procedures, which describe WCESF-7B responsibilities. Periodic training and exercises are also conducted to enhance effectiveness.
- In a large event the Governor's Office of Citizens Affairs will establish an 800 number to catalog donations.
- Throughout the response and recovery periods, WCESF-7B will evaluate and analyze information regarding the availability of volunteers and donated goods and services.
- WCESF-7B representative will fill a liaison role at the WCEOC to assist in coordination of all activities under WCESF-7B.
- Pre-designated warehouse space will be utilized by WCESF-7B to receive, sort, inventory and redistribute donated goods to agencies and churches.
- Volunteer coordinators will establish volunteer reception centers adjacent to donations warehouse facilities when conditions permit.
- Prioritization of needs will be established following survey of health and human services agencies.
- No food bank or volunteer coordinator or a coordination center operates in Wayne County.
- Donations of cash will be encouraged in lieu of goods.

### Organization

#### Wayne County

- During an activation of the WCEOC, support agency staff is integrated with the WCEOC staff to provide support that will allow for an appropriate, coordinated and timely response.
- During an emergency or disaster event, the WCESF-7B lead will coordinate the support resources from the support agencies with the WCEOC.
- During the response phase, WCESF-7B will evaluate and analyze information regarding volunteer and donation resource requests. Also, WCESF-7B will develop and update assessments of the requirements for volunteers and donations in the impacted area and undertake contingency planning to meet anticipated demands and requirements.
- Wayne County Office of Emergency Services develops and maintains the overall WCESF-7B Comprehensive Emergency Management Plan, accompanying Appendices and Standard Operating Guidelines that govern Response Actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the County Comprehensive Emergency Management Plan.
- WCEOC or OES will coordinate social and support services utilizing local, donated, and purchased resource from its membership and the community abroad to meet individual unmet needs and manage and maintain social service casework where

appropriate.

- Individual organizations supporting WCESF-7B will maintain contact with the WCESF-7B WCEOC liaison to advise of status and response capabilities.

### **Alerts and Notifications**

- Upon activation of the EOP, the Office of Emergency Services staff will notify the point of contact for WCESF-7B through multiple methods.
- The Lead WCESF-7B Coordinating Agency representative or designee will coordinate all activities of WCESF-7B.
- Upon instructions to activate WCESF-7B, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

### **Actions**

- Actions carried out by WCESF-7B are grouped into phases. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. WCESF-7B encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services.

### **Preparedness Action**

- Actions and activities that develop Volunteers and Donations response capabilities may include planning, training, orientation sessions, and exercises for WCESF-7B personnel (i.e., County, State, Regional, and Federal) and other emergency support functions that will respond with ESF-7B. This involves the active participation on inter-agency preparedness organizations, which collaborate in such activities on a regular basis.
- Local and State Volunteers and Donations will jointly address planning issues on an on-going basis to identify response zones, potential staging areas and specific requirements.
- Conduct planning with WCESF-7B support agencies, Regional Domestic Security Taskforces (RDST), and other emergency support functions to refine Volunteers and Donations operations.
- Coordinate and / or participate in training and exercise for WCEOC and Volunteers and Donation Team members.
- Prepare and maintain Standard Operating Procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency. Ensure lead agency personnel are trained in their responsibilities and duties.
- Establish and maintain a system to support on-scene direction and control and coordination with WCEOC, regional task force and State EOC.
- Pre-position response resources when it is apparent that volunteer and donations resources will be necessary. Relocate WCESF-7B resources when it is apparent that they are endangered by the likely impacts of the emergency situation.

- Participate in all hazards exercises involving WCESF-7B.
- Coordinate with JIC/WCESF-15 (External Affairs) to disseminate timely and specific messages to the public regarding guidelines for donors and potential volunteers.

### **Response Action**

- Coordinate operations at the WCESF-7B office in the WCEOC and/or at other locations as required.
- Monitor and coordinate WCESF-7B resources and response activities.
- Participate in WCEOC briefings, Incident Action Plans, Situation Reports and meetings.
- Coordinate with other WCESFs and serve as an informational group on the availability and coordination of resources from volunteers and donations.
- Catalog and update local unmet needs and communicating those needs to volunteer and donations primary support staff.
- Coordinate with WCESF-7B agencies to identify staging areas for donations.
- Coordinate with WCEFS-7B agencies in identifying Volunteer Reception Centers, to determine staffing and resource needs.

### **Recovery Action**

- Recovery operations of WCESF-7B will be a continuation of activity begun during the Response Phase and may continue beyond WCEOC activation period.
- Case management for individual needs and the efforts to meet those unmet needs will be coordinated through the WCESF-7B agencies.
- Recovery will naturally transition to demobilization based on indicators including, but not limited to:
  - immediate needs being met
  - donor fatigue becomes apparent
- Demobilization activities delineated in Donations Management SOG's.

### **Mitigation Action**

- WCESF-7B will work with Wayne County Office of Emergency Services to assist in the promotion of the benefits of individual, neighborhood and community preparedness.

### **Direction and Control**

The ESF-7B system operates in two arenas; 1) WCEOC and 2) field locations.

- During emergency activations, all decisions will be coordinated through WCEOC in an effort to meet the community needs in coordination with and as directed by the incident commander.
- A staffing directory and the WCESF-7B Emergency Operations Plan, its accompanying Appendices, Annexes and Standard Operating guidelines are maintained by OES with status of the call lists updated at least monthly and all other documents at least

annually.

## **Responsibilities**

**Lead Coordinating Agency:** Wayne County Office of Emergency Services

- Activate the WCESF-7B liaison for duty at the WCEOC.
- Notify all support agencies for assessment, activation and mobilization purposes.
- Coordinate with other WCESFs to determine available resources and needs.
- Organize and provide lead staff for all facilities directly related to WCESF-7B purpose.
- Coordinate receipt and disbursement of all donated goods and services to agencies and individuals in need.

**Support Agencies:** The Salvation Army  
American Red Cross  
  
United Way of Wayne County  
Interfaith Organizations and Agencies

(NOTE: Each Support Agency should review its own roles and responsibilities and revise in conjunction with the United Way of Wayne County)

- Provide personnel and resources to staff operations supportive of WCESF-7B purpose.
- Notify and mobilize personnel as directed by WCESF-7B representative.
- Maintain regular communication with WCESF-7B representative at the WCEOC.
- Maintain records of personnel, funds and time expended in support of directed operations.
- Coordinate and cooperate with the Lead Coordinating Agency the receipt and disbursement of all donated goods and services to agencies and individuals in need.
- Coordinate and contribute resources to efficiently and effectively meet the mission goals and community unmet needs.

## **Financial Management**

- During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event
- Expenses will be tracked, summarized, and coordinated through WCESF-7B any information provided to the Finance and Planning Section for the general tracking and reporting of disaster expenses only.

## **References and Authorities**

- State ESF-7B Annex.

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## Introduction

|                                   |   |
|-----------------------------------|---|
| <b>Lead Coordinating Agency:</b>  | Wayne County Office of Emergency Services |
| <b>Division Support Agencies:</b> | North Carolina Emergency Management       |
|                                   | North Carolina National Guard             |
|                                   | Wayne County Sheriff's Office             |
|                                   | Municipal Public Safety Departments       |
|                                   | North Carolina Highway Patrol             |
|                                   | Seymour Johnson Air Force Base            |

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## Purpose

The purpose of WCESF-7C is to address coordination of military resources once activated during or after a major or catastrophic disaster. WCESF-7C can provide personnel and resources to support preparedness, response, recovery and mitigation in support of the primary emergency management objectives. WCESF-7C resources are used when individual agencies are overwhelmed and additional military support assistance is requested through the WCEOC.

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## Concept of Operations

### General

- In a major or catastrophic disaster, the Governor of the State of North Carolina may activate the North Carolina National Guard so assistance can be provided to the local community. All initial requests would be coordinated through the Logistics Section to the North Carolina Division of Emergency Management (State EOC).
- WCESF-7C is organized consistent with the State Emergency Operations Center and the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System in order to provide incident assessment, planning, procurement, deployment, coordination and support operations to the Wayne County Emergency Operations Center's operations, and State Emergency Response Team officials to assure a timely and appropriate response to an emergency/disaster event.
- Once the Guard is activated in Wayne County, they will supply a liaison to the WCEOC to ensure communication and coordination.
- Procedures protocols and plans for disaster response activities are developed to govern staff operations at the WCEOC and in the field. These are in the form of the Comprehensive Emergency Management Plan, corresponding Appendices, and Standard Operating Procedures, which describe WCESF-7C responsibilities. Periodic training and exercises are also conducted to enhance effectiveness.
- In a large event requiring, State, Federal or mutual aid assistance, WCESF-7C will

work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.

- Throughout the response and recovery periods, WCESF-7C will evaluate and analyze information regarding humanitarian, security request for response, develop and update assessments of the military support service situation and status in the impact area, and do contingency planning to meet anticipated demands or needs.
- When an event is focused in scope to a specific type or response mode technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.

## **Organization**

### **Wayne County**

- During an activation of the WCEOC, the North Carolina National Guard support agency staff are integrated with the WCEOC staff to provide support that will allow for an appropriate, coordinated and timely response.
- During an emergency or disaster event, the primary and support agencies of WCESF-7C will respond to the Military Support Representative who reports to the WCEOC Supervisor in communication with the Incident Commander.
- During the response phase, WCESF-7C will evaluate and analyze information regarding military support service requests. Also, WCESF-7C will develop and update assessments of the military support service status in the impact area and does contingency planning to meet anticipated demands and needs.
- North Carolina National Guard and Wayne County Office of Emergency Services develop and maintain the overall WCESF-7C Emergency Operations Plan and Standard Operating Procedures that govern Response Actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, The National Incident Management System, the Incident Command System and the County Comprehensive Emergency Management Plan.

## **Alerts and Notifications**

- Upon activation of the EOP, the Office of Emergency Services staff will notify the point of contact for WCESF-7C through multiple methods.
- The Lead WCESF-7C Coordinating Agency representative or designee will coordinate all activities of WCESF-7C.
- Upon instructions to activate WCESF-7C, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

## **Actions**

- Actions carried out by WCESF-7C are grouped into several phases of emergency management: preparedness, response, recovery and mitigation. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service.

WCESF-7C encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services. The following services may be provided:

- Assessment of Military Support Service needs and potential impacts.
- Military Support Service personnel.
- Military Support Service equipment and supplies.
- Humanitarian and Security support.
- Evacuation.
- Impact Assessment.
- Search and Rescue.
- Transportation of Supplies and Services.
- Provide and Operate Generators.
- Mass Feeding.
- Comfort Stations.
- Remove and Transport Debris.
- Water Purification.
- Base Camps for Emergency Workers.
- Aviation Operations.
- Law Enforcement and Security.
- Engineer Support.
- Civilian Acquired Skills.
- Communications.
- Clear Roads and Bridges.
- Emergency Medical Support.
- Emergency responder health and safety.
- Radiological/chemical/biological hazards.
- Mental health and crisis counseling for responders.
- Military Support Service Public Information and risk communication.
- Military Support Service Management, Command and control of assets.
- Military Support Service activities related to terrorist threats and/or events.
- Logistical Staging areas and Points of Distribution.
- Catastrophic incident and alternate Military Support Service facility support.

### **Preparedness Action**

- Actions and activities that develop military support service response capabilities may include planning, training, orientation sessions, and exercises for WCESF-7C personnel (i.e., County, State, Regional, and Federal) and other emergency support functions that will respond with WCESF-7C. This involves the active participation on inter-agency preparedness organizations, which collaborate in such activities on a regular basis.
- Military Support Service will jointly address planning issues on an ongoing basis to identify response zones, potential staging areas, potential critical facilities, and establish specialized teams.
- Coordinate planning with WCESF-7C support agencies, Regional Domestic Security Task forces, and other emergency support functions to refine operational objectives.
- Develop and refine procedures to be used in the following field surveys: Rapid Impact Assessment (i.e., recon), and other response service activities.
- Coordinate the training and exercise of WCEOC and response team members.



- Prepare and maintain emergency operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency. Ensure lead agency personnel are trained in their responsibilities and duties.
- Develop and implement emergency response and military support service strategies.
- Develop and present training courses for WCESF-7C personnel, provide information on critical facilities to the County Office of Emergency Services and develop protocols for frequently provided services.
- Maintain liaison with support agencies.
- Participate in all hazards exercises involving WCESF-7C.
- Coordinate vulnerability analysis at critical facilities and make recommendations to improve the physical security.

### **Response Action**

- Coordinate operations at the WCESF-7C office in the WCEOC and/or at other locations as required.
- Establish and maintain a system to support on-scene direction and control and coordination with the WCEOC, Regional Domestic Security Task Force and State EOC.
- Resource Management and Logistical Support.
- Implementation of Impact Assessment Teams to determine post-storm impact to the Office of Emergency Services functional group resources and ability to perform Continuity of Operations of essential functions.
- Mutual Aid procedures to assist with supporting issues related to a terrorist event.
- Military Support Services to support RDSTF in the security mission of a terrorist attack.
- Preposition response resources when it is apparent that military support resources will be necessary. Relocate military support resources when it is apparent that they are endangered by the likely impacts of the emergency situation.
- Monitor and direct military support resources and response activities.
- Participate in WCEOC briefings, Incident Action Plans, Situation Reports and meetings.
- Coordinate with support agencies, as needed, to support emergency activities.
- Military Support Services may assist with emergency response and security missions.
- Military Support Services may assist with humanitarian missions of threatened areas of the County.
- Obtain State resources through the WCEOC; coordinate all resources into the affected areas from designated staging areas.
- Coordinate with other WCESFs to obtain resources and to facilitate an effective emergency response among all participating agencies.

### **Recovery Action**

- The Office of Emergency Services, in consultation with the requesting jurisdiction, may obtain additional military support resources via the WCEOC.
- The North Carolina National Guard serves as the lead agency for military support services coordination and support and will designate a liaison to the WCEOC from the North Carolina National Guard Regional Office and/or the Regional Domestic Security Task Force (RDSTF). The liaisons have been trained to carry out WCESF-7C responsibilities and will function as coordinators, assessors, and operational personnel in

support of WCEOC or field activities.

### **Mitigation Action**

- Provide personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.

### **Direction and Control**

- WCESF-7C complies with the National Response Framework, the National Incident Management System and uses the Incident Command System composed of Planning, Operations, Logistics and Finance/Administration Sections to manage its emergency/disaster responsibilities. The North Carolina National Guard serves as the focal point for WCESF-7C activities. It is responsible for ensuring that all appropriate program departments, support agencies, other WCESF's and other private voluntary agencies have knowledge about the system and WCESF-7C expectations, as well as coordinate and cooperate efficiently during an event.
- The WCESF-7C system operates in two arenas; 1) the WCEOC; 2) Field locations.
- During emergency activations, all management decisions regarding Wayne County or regional response are made at the WCEOC by the WCESF-7C commander in conjunction with the WCEOC Supervisor.
- A staffing directory and the WCESF-7C Emergency Operations Plan, its accompanying Appendices and Standard Operating Procedures are maintained by the North Carolina National Guard with status of the call lists updated at least monthly and all other documents at least annually.
- All military support field personnel coordinate all activities with the WCESF-7C desk in the WCEOC.

### **Responsibilities**

**Lead Coordinating Agency:** Wayne County Office of Emergency Services

- Provide leadership in directing, coordinating and integrating overall County efforts to provide Military Support Service assistance to affected areas and populations.
  - RIAT Recon Mission
  - Security Support to State and Local Law Enforcement
  - Humanitarian Support
- Provide liaison to the WCEOC to provide information and status reports to and from the WCESF-7C desk as to operational support being provided to the WCEOC.
- All requests for National Guard resources and support will go through the Logistics Section, but any pre-planning and pre-staging before State orders are processed will be accomplished utilizing the liaison as the WCESF-7C desk.
- Coordinate all WCESF support agency activities and information for WCEOC briefings and Incident Action plan development.

**Support Agencies:**

North Carolina Emergency Management

North Carolina National Guard

Lenoir County Sheriff's Office

Municipal Public Safety Departments

North Carolina Highway Patrol

- Support agencies will provide assistance to the WCESF-7C with services, staff, equipment, and supplies that complement the entire emergency response effort to accomplish the missions at hand in support of County response and recovery needs.
- The Office of Emergency Services will provide WCEOC support, conduct briefings, direct needs assessments, distribute key information, and serve as liaison to the State EOC to request resources.
- Wayne County Municipal Public Safety Departments maintains copies of the North Carolina National Guard operations plans for military support to civil authorities.

**Financial Management**

- During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event.
- Disaster expenses will be summarized by all agencies and coordinated through their WCESF's and provided to the Finance section for informational purposes only to document total disaster impacts to the community.

**References and Authorities**

- State ESF-7C

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**Introduction**

**Lead Coordinating Agency:** Wayne County Office of Emergency Services

**Support Agencies:** American Red Cross  
United Way of Wayne County  
Salvation Army  
Wayne County Co-Op Extension  
Interfaith Organizations and Agencies

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**Purpose**

The purpose of WCESF-7D is to plan for and provide the distribution of food, water and ice to local victims following a disaster. Hurricane preparedness education campaigns teach the public to be prepared to be self-sufficient for 72 hours. However other potential hazards may create the need for distribution of these basic necessities.

In the wake of a major disaster requiring the need for distribution of food, water and ice to the public, pre- identified locations for distribution will be prepared and the commodities transported to each location.

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**Concept of Operations****General**

- Procedures protocols and plans for disaster response activities are developed to govern staff operations at the WCEOC and in the field. These are in the form of the Comprehensive Emergency Management Plan and corresponding Appendices and Standard Operating Procedures, which describe WCESF-7D responsibilities.
- Periodic training and exercises are also conducted to enhance effectiveness. In a large event requiring local and State mutual aid assistance, WCESF-7D will coordinate with support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.
- Throughout the response and recovery periods, WCESF-7D will evaluate and analyze requirements for food, water and ice; develop and update assessments of the food and water situation and status in the impact area; and undertake contingency planning to meet anticipated demands or needs.
- When an event is focused in scope to a specific type or response mode, technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure. WCEM-103: Points of Distribution/CRDP outlines a concept of operations that will govern commodities logistics planning, including: responsibilities for the mobilization, set up templates, distribution guidelines, to receive, stage and distribute emergency relief supplies and, and demobilization of County Staging Areas and Points of Distribution in Wayne County.

## Organization

### Wayne County

- During an activation of the WCEOC, support agency staff is integrated with the WCEOC staff to provide support that will allow for an appropriate, coordinated and timely response.
- During an emergency or disaster event, the WCEOC will coordinate the support resources from the support agencies with the Mass Care Group.
- OES coordinates the development of the overall WCESF-7D Emergency Operations Plan and accompanying Appendices, annexes and Standard Operating Guidelines that govern Response Actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the County Comprehensive Emergency Management Plan.
- Water, ice, meals and potentially additional bulk items (i.e. tarps) will be shipped through the CRDP, where they will be accounted for and further shipped to the PODs or other facilities, organizations and agencies for distribution to the community.
- Public information will be released through the PIO/PA and to local media to inform the public of the locations for assistance.

### Alerts and Notifications

- Upon activation of the EOP, the Office of Emergency Services staff will notify the point of contact for WCESF-7D through multiple methods.
- The Lead WCESF-7D Coordinating Agency representative or designee will coordinate all activities of WCESF-7D.
- Upon instructions to activate WCESF-7D, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

### Actions

- Actions carried out by WCESF-7D are grouped into phases of emergency management: preparedness, response, recovery and mitigation. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. WCESF-7D encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services.
- Maintain lists of essential employees who because of their expertise and nature of assigned responsibilities are “on call” throughout all phases of a major disaster operation.

### Preparedness Action

- Actions and activities that develop food and water response capabilities may include planning, training, orientation sessions, and exercises for WCESF-7D personnel (i.e., County, State, Regional and Federal) and other emergency support functions that will respond with WCESF-7D. This involves the active participation on inter-agency

- preparedness organizations, which collaborate in such activities on a regular basis.
- Address planning issues on an ongoing basis to identify POD locations and potential staging areas, along with operational support resources, and obtain mutual aid agreements or contracts where appropriate to support operations.
  - Maintain an accurate roster of personnel assigned to perform WCESF-7D missions during an emergency or disaster.
  - Coordinate disaster response training for WCESF-7D personnel.
  - Periodically update the list of available ice and water vendors. Identify local resources for the acquisition of food, potable water and ice and attempt to obtain written agreements.
  - Purchase food and water supplies in advance as appropriate.
  - Coordinate with Faith based organizations and their distribution points, and incorporate them into the operation as appropriate.
  - Plan and coordinate resource support to fulfill operational resource needs for all operations under WCESF-7D. This will include equipment, human resources, etc. through local businesses, contracts, etc.
  - For those unmet resource needs that are not able to be acquired locally, work with the WCEOC to assist in fulfilling the unmet needs as appropriate.

#### **Response Action**

- Inventory food and water supplies.
- Coordinate with WCESF-6A (Mass Care) to identify mass feeding sites and the potential number of people in shelters to assist and support shelter activities where appropriate.
- Work with WCESF-7B to coordinate use of donated goods and services to support the WCESF-7D mission.
- Coordinate the transportation and escort of food, water and ice to the distribution sites and maintain a resource list for equipment needed for moving and handling the materials.
- Coordinate with local utility companies and businesses to identify where power and water have been or will be restored throughout the community to coordinate the mobilization or demobilization of POD location and operations.
- Coordinate with the WCESF-8 (Health & Medical) for testing and treatment of all potable water distributed.
- Coordinate with WCEOC or OES for any unmet needs locally.

#### **Recovery Action**

- Continue to monitor food, water and ice needs.
- Maintain logistical links with supporting agencies with a role in WCESF-7B.
- Demobilize operations as soon as appropriate and coordinated through the incident commander

#### **Mitigation Action**

- Work with County Departments and utilize risk assessment tools to identify vulnerable populations in Wayne County

## **Direction and Control**

- WCESF-7D complies with the National Response Framework, the National Incident Management System and uses the Incident Command System
  - The WCESF-7D system operates in two arenas:
    - Emergency Operations Center
    - Field locations
- During emergency activations, all decisions regarding Wayne County or regional response are coordinated in the WCEOC with the Incident Commander

## **Responsibilities**

### **Lead Coordinating Agency:** Wayne County Office of Emergency Services

- Identify local resources with the ability to supply large amounts of non-perishable goods
- Work with United Way and other volunteer agencies to obtain procurement of the locations of distribution sites and coordinate with local businesses and relief organizations to
- Each year, prior to hurricane season the department will coordinate with WCESF-7B on the selection of sites for PODs as appropriate and necessary.
- Assist WCESF-7B with coordinating resources to meet mission needs.

### **Support Agencies:**

American Red Cross

United Way of Wayne County Salvation Army

Wayne County Co-Op Extension

Interfaith Organizations and Agencies

### **The United Way of Wayne County**

- Maintain a listing of available volunteers and donated goods that can be used in support of WCESF-7B. Coordination of these efforts will take place in the WCEOC.

### **American Red Cross of Wayne County**

- Coordinate feeding and comfort stations as needed and required.

### **Wayne County Health Department**

- Responsible for testing, monitoring and treating all food and water that is being distributed to the public.

### **Wayne County Department of Social Services**

- Coordinate the distribution of emergency food stamps in the disaster area based on established procedures of the Department.

### **Wayne County Co-Op Extension**

- Coordinate with the North Carolina Department of Agriculture and Consumer Services for distribution of bulk food products available to WCESF-6 or WCESF-7B as needed and appropriate.
- Educational Components of food safety and food preparation during an emergency.

- Assist with food distribution sites as needed

### **Interfaith Organizations and Agencies**

- Coordinate with WCESF-7B to support local distribution operations in an efficient and effective manner to provide for community needs.

### **Financial Management**

- During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resources after the event.
- Expenditures by other department entities and organizations will be documented and summarized by those entities and submitted directly to the Finance/Administration Section or a designated Finance Service officer as soon as possible for disaster documentation and reporting purposes.

### **References and Authorities**

State ESF-7



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**Introduction**

|                                  |  |
|----------------------------------|--|
| <b>Lead Coordinating Agency:</b> | Wayne County Health Department   |
| <b>Support Agencies:</b>         | Wayne County Emergency Services<br>Wayne Memorial Hospital Medical<br>Examiner's Office American Red Cross |

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**Purpose**

The purpose of WCESF-8 is to provide health and medical coordination in support of emergency events in Wayne County. WCESF-8 can provide personnel and resources to support, preparedness, response, recovery and mitigation in support of the primary emergency management objectives. The WCESF-8 Lead is appointed by and located in the Wayne County Health Department and directs all aspects of emergency management. When individual agencies are overwhelmed, WCESF-8 coordinates additional Health and Medical assistance from local, regional, state and federal resources.

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**Concept of Operations****General**

- WCESF-8 complies with the National Response Framework, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by the Division of Emergency Management, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Wayne County.
- Procedures protocols and plans for disaster response activities are developed to govern staff operations at the WCEOC and in the field. These are in the form of Emergency Operations Plan (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe Emergency Support Function 8 capabilities (based on the National Planning Scenarios, the Universal Task List and the Target Capabilities). Periodic training and exercises are also conducted to enhance effectiveness.
- In a large event requiring local or State mutual aid assistance, WCESF-8 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.
- Throughout the response and recovery periods, WCESF-8 will evaluate and analyze information regarding health and medical assistance requests for response; develop and update assessments of the health and medical situation and status in the impact area and; and undertake contingency planning to meet anticipated demands or needs.
- When an event is focused in scope to a specific type or response mode (i.e., hospital evacuation, biological threat, hazardous materials release, pandemic disease or radiological event), technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event,

who will advise and/or direct operations within the context of the Incident Command System structure.

## **Organization**

### **Wayne County**

- During an activation of the WCEOC, support agency staff is integrated with the Wayne County Health Department staff to provide support that will allow for an appropriate, coordinated and timely response.
- During an emergency or disaster event, the WCEOC's Operations Section Chief will coordinate the support resources from the support agencies with the Emergency Services Branch Chief.
- During the response phase, WCESF-8 will evaluate and analyze information regarding health and medical assistance requests. Also, WCESF-8 will develop and update assessments of the Health and Medical status in the impact area and does contingency planning to meet anticipate demands and needs.
- Wayne County Health Department develops and maintains the overall WCESF-8 Emergency Operations Plan and accompanying Appendices, Annexes and Standard Operating Guidelines that govern Response Actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan.
- All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the County Comprehensive Emergency Management Plan.

### **Alerts and Notifications**

- Wayne County Health Department will notify the County Warning Point when information comes to their attention indicating that an emergency or disaster situation is developing. The report will include all relevant information that is known at that time. Additional information should be reported as it becomes available.
- The County Warning Point will notify appropriate individuals when the County or an area of the County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
- WCESF-8 will be activated or placed on standby upon notification by the County Emergency Services Office.
- Upon instructions to activate WCESF-8, Wayne County Health Department will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance. Unresolved conflicts will be reported to Operations Section Chief for resolution.

### **Actions**

Actions carried out by WCESF-8 are grouped into phases of emergency management: preparedness, response, recovery and mitigation. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. WCESF-8 encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services. The following services provide framework upon which actions will occur:

- Assessment of Health and Medical needs and potential impacts.
- Health and Medical personnel.
- Health and Medical equipment and supplies.
- Emergency responder health and safety.
- Radiological/chemical/biological hazards.
- Mental health and crisis counseling for responders.
- Health and Medical Public Information and risk communication.
- Health and Medical Management, Command and control of assets.
- Health and Medical activities related to terrorist threats and/or events.
- Evacuation support.
- Logistical Staging and Points of Distribution.

### **Preparedness Action**

- Actions and activities that develop Health and Medical response capabilities may include planning, training, orientation sessions, and exercises for WCESF-8 personnel (i.e., County, State, Regional, and Federal) and other emergency support functions that will respond with WCESF-8. This involves the active participation on inter-agency preparedness organizations, which collaborate in such activities on a regular basis.
- Development of support documents to this Annex with regard to request, receipt, distribution, and sustainment of the National Strategic Stockpile (SNS) and Pandemic Influenza.
- Jointly address with State Health and Medical, planning issues on an on-going basis to identify response zones, potential staging areas, and potential medical facilities and establish specialized teams.
- Conduct planning with WCESF-8 support agencies, Regional Domestic Security Task forces, and other emergency support functions to refine Health and Medical operations.
- Develop and refine procedures to be used in the following field surveys: FEMA Rapid Needs Assessment (FEMA RNA).
- Coordinate training and exercises for WCESF-8 primary and support agency personnel.
- Prepare and maintain emergency operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency. Ensure lead agency personnel are trained in their responsibilities and duties.
- Develop and implement emergency response and Health and Medical strategies.
- Preposition response resources when it is apparent that health and medical resources will be necessary. Relocate health and medical resources when it is apparent that they are endangered by the likely impacts of the emergency situation.
- Maintain liaison with support agencies.
- Primary and support agencies will conduct vulnerability analysis at critical facilities and make recommendations to improve the physical security. Support agencies will forward results of vulnerability analysis to WCESF-8 annually.

### **Response Action**

- Coordinate operations at the WCESF-8 in the WCEOC and/or at other locations as required.
- Establish and maintain a system to support on-scene control, direction and coordination with WCEOC.
- Coordinate Disaster Medical Assistance Teams (DMAT), Hazardous Materials medical support, Disaster Mortuary Operational Response Team (DMORT) resource support as appropriate. Ascertain the medical and health status, conditions, and situations of the local hospitals, ambulatory surgical centers, and the special needs shelter, Red Cross Shelters, medical suppliers, healthcare facilities, etc. regularly throughout the disaster response and recovery process to anticipate unmet needs and coordinate resources to meet those needs through the WCEOC.
- Deploy Rapid Needs Assessment Teams to determine post-event impact to the Office of Emergency Services functional group resources and ability to perform Continuity of Operations of essential functions.
- Support Health and Medical in the investigation of a terrorist attack.
- Monitor and direct Health and Medical resources and response activities.
- Participate in WCEOC briefings, Incident Action Plans, Situation Reports and meetings.
- Coordinate with other WCESF's to obtain resources and to facilitate an effective emergency response among all participating agencies.
- Coordinate with the Logistic Section for any local unmet resource needs.
- Coordinate mental health services as appropriate for victims and/or first responders.
- Coordinate morgue operations as required and appropriate with Medical Examiner's Office.
- Coordinate lab testing and evaluations of community environmental health conditions and provide health advisories as required or appropriate.
- Coordinate prescription drug access for healthcare facilities and individuals needing medication refills.

### **Recovery Action**

- Recovery operations of WCESF-8 will be initiated commensurate with emergency priorities within the county and based on availability of resources.
- Continue to provide support as required to facilitate the recovery phase.
- Initiate financial reimbursement process for these activities when such support is available.
- Organize and coordinate special expert advisory groups based on the complexity of health and medical issues post-event. These advisory groups will be organized and coordinated in concert with State level ESF-8 to review health and medical intelligence information and advise on specific strategies to manage and respond to a specific situation. Develop recovery strategy to return community health issue back to normal or pre-event conditions.

### **Mitigation Action**

- Report post-disaster analysis of the performance of essential health and medical facilities that can be used in future mitigation measures to strengthen these facilities.
- Identify and seek funds for retrofitting critical facilities and providing auxiliary power.
- Provide personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.

## **Direction and Control**

- WCESF-8 complies with the National Response Framework, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by Wayne County,
- The WCESF-8 operates at two levels 1) County Emergency Operations Center; and 2) Field operations.
- During emergency activations, all management decisions are made at the WCEOC under the Incident Command System structure. The Planning, Logistics, Finance/Administration, and Operations Section Chiefs and staff at the County Emergency Operations Center assist the commander in carrying out the overall mission. Sections, Units, Teams, staffing levels, etc. are modular and scalable, depending on the type, size, scope and complexity of the emergency or disaster event.
- A staffing directory and the WCESF-8 Emergency Operations Plan, its accompanying Appendices, Annexes and Standard Operating guidelines are maintained by the Lenoir County Health Department with status of the call lists updated at least monthly and all other documents at least annually.
- In accordance with a mission assignment from WCESF- 8, and further mission tasking by a local primary agency, each support organization assisting WCESF-8 assignment will retain administrative control over its own resources and personnel but will be under the operation control of WCESF-8. Delegation of mission operational control may be delegated to a Multi-Agency Coordination Team or a local entity.

## **Responsibilities**

**Lead Coordinating Agency:** Wayne County Health Department

- Provide leadership in directing, coordinating and integrating overall County efforts to provide Health and Medical assistance to affected areas and populations.
- Staff and operate a National Incident Management system compliant command and control structure (i.e., Incident Command System) to assure that services and staff are provided to areas of need.
- Coordinate and direct the activation and deployment of County agencies Health and Medical service personnel, supplies, and equipment and provide certain direct resources.
- Evaluate the emergency situation, make strategic decisions, and identify resource needs and secure resources required for field operations.
- Coordinate supplemental assistance in identifying and meeting the Health and Medical needs of disaster victims.
- Implement the organization, assignment and staffing at the facilities at which WCESF-8 is required to be located.
- Coordination of all support agency actions in performance of missions assigned to WCESF-8.

**Support Agencies:** Wayne County Office Emergency Services Medical  
Examiner's Office  
Wayne Memorial Hospital American Red  
Cross

- Support agencies will provide assistance to the WCESF-8 with services, staff, equipment, and supplies that addresses the consequences generated by the hazards that may impact the County (i.e., severe weather, tropical cyclones, environmental, biological, terrorism, technological, and mass migration, etc.). Because services and resources are subject to change from time to time, emergency coordinators are responsible for frequently updating their resources capabilities with the WCESF-8.
- The Office of Emergency Services will provide EOC support, conduct briefings, direct needs assessments, distribute key information, and serve as liaison to the State EOC to request resources.
- Wayne County Emergency Medical Services coordinates the evacuation of patients from disaster areas when deemed appropriate, transport of victims to medical facilities outside the at risk area in accordance with approved Trauma Transport Protocols, transport needs with WCESF-1, and coordinate the following resources; ALS/BLS vehicles, Emergency Medical Technicians, and Paramedics, EMS procurement, aircraft transport and ensure the health and safety of emergency responders in accordance with WCESF-8 SOP.
- Wayne County Medical Examiner's Office will assure the provision for decedent identification and mortuary services including temporary morgue services in accordance with established, victim identification protocol, preparing and disposing of remains, coordinate with the ARC on victim identification, mortuary protocol for family notification in accordance with established ARC procedures.
- Hospitals (Wayne Memorial Hospital) will:
  - Provide contact information regarding Hospital Incident Command structure upon WCEOC activation.
  - Provide, as required, staff representation to WCESF-8 to participate in ongoing planning and decision-making.
  - Provide support to operations as available and appropriate.
- Surrounding Health and Medical assistance:
  - EastCare Helicopter service is provided through University Medical Hospital (Pitt County)
  - Life Flight Helicopter services is provided through Durham
  - AirLink Helicopter service provided by New Hanover Regional Medical Center
  - AirCare Helicopter service provided by Wake Forest Baptist Health
  - Carolina Air Care Helicopter provided by UNC Medical Center
  - Carolina East Medical Center

- Lenoir Memorial Hospital
- Wayne Memorial Hospital
- Vidant Duplin General
- Vidant Medical Center
- Local Pharmacies
  - Coor's Pharmacy & Medical Supply    919-735-0400
  - Downtown Pharmacy                      919-583-5599
  - Wayne Pharmacy                            919-735-4034
  - CVS Pharmacy                                919-731-7105
  - Raper Discount Drugs                      919-734-0741
  - Walgreens Pharmacy                        919-739-5539
  - Harris Teeter Pharmacy                    919-734-534
  - Walmart Pharmacy                          919-778-3238
  - Carlie C's IGA                                919-736-1940
  - Sam's Club Pharmacy                        919-778-2591
  - Seymour Johnson AFB Pharmacy        919-722-1802

### **Financial Management**

- During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event. If a federally declared disaster exists, then a reimbursement formula is established by the Federal Emergency Management Agency that may be as much as 100 percent, but usually does not exceed 75 percent.

### **References and Authorities**

- State Emergency Support Function 8 Annex
- DHS Homeland Security Act (2002)
- HSPD-5, Management of Domestic Incidents
- HSPD-8, National Preparedness Goal
- DHS National Incident Management System (2004)
- DHS National Response Framework (2004)

## WCESF-9 – Search and Rescue

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### **Introduction**

#### **Lead Coordinating Agency:**

Wayne County Sheriff's Office

#### **Support Agencies:**

Municipal Law Enforcement  
Wayne County Volunteer Fire Departments  
Wayne County Office of Emergency Services  
North Carolina Highway Patrol

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### **Purpose**

The purpose of WCESF-9 is to provide search and rescue coordination and support services in support of emergency events in Wayne County. WCESF-9 can provide personnel and resources to support preparedness, response, recovery and mitigation in support of the primary emergency management objectives. WCESF-9 resources are used when individual agencies are overwhelmed and County Emergency Response Team requests additional assistance.

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### **Concept of Operations**

#### **General**

Procedures protocols and plans for disaster response activities are developed to govern staff operations at the WCEOC and in the field. These are in the form of the Comprehensive Emergency Management Plan and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Procedures, which describe WCESF-9 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.

In a large event requiring local and State mutual aid assistance, WCESF-9 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets. Throughout the response and recovery periods, WCESF-9 will evaluate and analyze information regarding search and rescue, and prevention requests for response, develop and update assessments of the search and rescue situation and status in the impact area, and do contingency planning to meet anticipated demands or needs.

When an event is focused in scope to a specific type or response mode technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.



## Organization

### Wayne County

- During an activation of the WCEOC, support agency staff is integrated with local law enforcement staff to provide support that will allow for an appropriate, coordinated and timely response.
- During an emergency or disaster event, the WCEOC will coordinate the support resources from the support agencies with the Department Representatives in the WCEOC.
- During the response phase, WCESF-9 will evaluate and analyze information regarding search and rescue requests. Also, WCESF-9 will develop and update assessments of the search and rescue status in the impact area and do contingency planning to meet anticipate demands and needs.
- Search and Rescue staff will develop and maintain the overall WCESF-9 Emergency Operations Plan and accompanying Appendices, and Standard Operating Guidelines that govern Response Actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, The National Incident Management System, the Incident Command System and the County Comprehensive Emergency Management Plan.

### Alerts and Notifications

- Upon activation of the EOP, the Office of Emergency Services staff will notify the point of contact for WCESF-9 through multiple methods.
- The Lead WCESF-9 Coordinating Agency representative or designee will coordinate all activities of WCESF-9.
- Upon instructions to activate WCESF-9, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

### Actions

Actions carried out by WCESF-9 are grouped into phases. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. WCESF-9 encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services. The following services may be provided:

- Assessment of Search and Rescue needs and potential impacts.
- Search and Rescue personnel.
- Search and Rescue equipment and supplies.
- Evacuation and Re-entry support.
- Emergency responder health and safety.
- Radiological/chemical/biological hazards.
- Mental health and crisis counseling for responders.
- Search and Rescue Public Information and risk communication.

- Search and Rescue Management, Command and control of assets.
- Search and Rescue activities related to terrorist threats and/or events.
- Logistical Staging areas and Points of Distribution/Dispensing.
- Catastrophic incident and alternate Search and Rescue facility support.

### **Preparedness Action**

- Actions and activities that develop Search and Rescue response capabilities may include planning, training, orientation sessions, and exercises for WCESF-9 personnel (i.e., Local, State, Regional, and Federal) and other emergency support functions that will respond with WCESF-9. This involves the active participation of inter-agency preparedness organizations, which collaborate in such activities on a regular basis.
- Local and State search and rescue teams will jointly address planning issues on an on-going basis to identify response zones, potential staging areas, and potential medical facilities and establish specialized teams.
- Coordinate planning with WCESF-9 support agencies, Regional Domestic Security Task forces, and other emergency support functions to refine Search and Rescue Operations.
- Coordinate the development and refinement of procedures to be used in the following field surveys: Rapid Impact Assessment (i.e., recon), Community Search and Rescue assessment.
- Coordinate training and exercises for WCEOC and Search and Rescue Team members.
- Prepare and maintain standard operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency. Ensure lead agency personnel are trained in their responsibilities and duties.
- Establish Mutual Aid procedures for the following resources; Urban Search and Rescue, Interoperable Communications and Command Vehicles, Resource Management and Logistical Support.
- Develop and implement emergency response and Search and Rescue strategies.
- Coordinate and participate in the development and presentation of training courses for WCESF-9 personnel, provide information on critical facilities to the Division of Emergency Management and develop protocols for frequently provided services.
- Maintain liaison with support agencies.
- Conduct vulnerability analysis at critical facilities and make recommendations to improve the physical security.
- Conduct all hazards exercises involving WCESF-9.
- Preposition response resources when it is apparent that fire-search and rescue resources will be necessary.

### **Response Action**

- Coordinate operations at the WCESF-9 office in the WCEOC and/or at other locations as required.
- Establish and maintain a system to support on-scene direction and control and coordination with the WCEOC, regional task force and State EOC.
- Implementation of Impact Assessment Teams to determine post-storm impact to Emergency Services functional group resources and ability to perform Continuity of Operations of essential functions.
- Implement Mutual Aid procedures to assist with supporting issues related to a terrorist event.
- Search and Rescue support Regional Domestic Security Task Forces (RDSTF) in the investigation of a terrorist attack.
- Relocate fire-search and rescue resources when it is apparent that they are endangered by the likely impacts of the emergency situation.
- Monitor and direct Search and Rescue resources and response activities.
- Participate in EOC briefings, Incident Action Plans, Situation Reports and meetings.
- Coordinate with support agencies, as needed, to support emergency activities.
  
- Coordinate with other WCESF's to obtain resources and to facilitate an effective emergency response among all participating agencies.
- Coordinate all local resources as required. Once local resources are expended, solicit Logistics Section for additional assistance in meeting unmet resource needs.

### **Recovery Action**

- Continue to provide support as required until response activities are concluded or until they can be managed and staffed by the primary incident agency or jurisdictions. This will include support to other jurisdictional or agency incident commanders.
- Continue to provide support as required to support the recovery phase.
- Initiate financial reimbursement process for these activities when such support is available.

### **Mitigation Action**

- Identify and seek funds for retrofitting critical facilities and providing auxiliary power.
- Provide personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.

### **Direction and Control**

- The WCESF-9 system operates in two arenas; 1) the WCEOC; 2) field locations.
- During emergency activations, all management decisions regarding Wayne County or regional response are made in coordination with the WCEOC's WCESF-9 liaisons and incident management as appropriate.
- A staffing directory and the WCESF-9 Standard Operating Procedures, its accompanying Appendices and Standard Operating Procedures are maintained by the Lead Coordinating Agency and updated as required.
- All search and rescue field operations will be coordinated through WCESF 9 in the WCEOC.
- In accordance with a mission assignment from WCESF-9, and further mission tasking by

a Local primary agency, each support organization assisting WCESF-9 assignment will retain administrative control over its own resources and personnel but will be under the operation control of WCESF-9. Delegation of mission operational control may be delegated to a Management Support Unit, Multi- Agency Coordination Team or a local entity.

## **Responsibilities**

### **Lead Coordinating Agency:** Wayne County Sheriff's Office

- Provide leadership in directing, coordinating and integrating overall County efforts to provide Search and Rescue assistance to affected areas and populations.
- Staff and operate a National Incident Management system compliant command and control structure (i.e., Incident Command System) to assure that services and staff are provided to areas of need.
- Coordinate and direct the activation and deployment of County agencies Search and Rescue personnel, supplies, and equipment and provide certain direct resources.
- Evaluate the emergency situation, make strategic decisions, identify resource needs and secure resources required for field operations.
- Monitor Search and Rescue emergency response and recovery operations. WCESF-9 Representatives or designees will coordinate all State and Federal Search and Rescue resources into the affected areas from staging areas.
- Manage Search and Rescue and other emergency incidents in accordance with each department's Standard Operating Procedures and under the direction of WCESF-9 Representatives or designee.
- Provide assistance in initial needs assessment, and augment Search and Rescue operations through specialized response capabilities.
- Make specific requests for Search and Rescue assistance to the State ESF 9/State Fire Marshal's Office, through the Lenoir County Liaison, as needed. The State will activate resources through the State Emergency Response Plan.
- Continue to re-assess priorities and strategies, throughout the emergency, according to the most critical Search and Rescue needs.
- Demobilize resources and deactivate the ESF 9 station upon direction from the County Incident Commander.

**Support Agencies:**

Municipal Law Enforcement  
 Wayne County Volunteer Fire Departments Wayne County  
 Office of Emergency Services  
 North Carolina Highway Patrol

(NOTE: Each Support Agency should review its own roles and responsibilities and revise in conjunction with the Department of Financial Services, The Division of the State Fire Marshall)

- Support agencies will provide assistance to the Emergency Support Function with services, staff, equipment, and supplies that complement the entire emergency response effort as the County Emergency Response Team addresses the consequences generated by the hazards that may impact the County (i.e., severe weather, tropical cyclones, environmental biological, terrorism, technological, and mass migration, etc.). Because services and resources are subject to change from time to time, emergency coordinators are responsible for frequently updating their resources capabilities with the WCESF-9.
- The Office of Emergency Services will provide EOC support, conduct briefings, direct needs assessments, distribute key information, and serve as liaison to the State EOC to request resources.

**Financial Management**

- During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event. If a federally declared disaster exists, then a reimbursement formula is established by the Federal Emergency Management Agency that may be as much as 100 percent, but usually does not exceed 75 percent.
- Expenditures by other department entities will be documented by those entities and submitted directly to the Finance/Administration Section or a designated Finance Service officer as soon as possible.

**References and Authorities**

North Carolina Emergency Operations Plan – 2017, Final Version

## WCESF-#10 – Hazardous Materials

### **Introduction**

**Lead Coordinating Agency:**

Fire Marshal

**Support Agencies:**

Volunteer Fire Departments

Wayne County Sheriff's Office

Wayne County Office of Emergency Services

Department of Solid Waste Management

Municipal Public Safety Departments

North Carolina Highway Patrol

North Carolina Department of Environmental Protection

### **Purpose**

The purpose of WCESF-10 is to provide hazardous materials coordination and support services in support of emergency events in Wayne County. WCESF-10 can provide personnel and resources to support preparedness, response, recovery and mitigation in support of the primary emergency management objectives. WCESF-10 resources are used when individual agencies are overwhelmed and County Emergency Response Team requests additional hazardous materials assistance.

### **Concept of Operations**

#### **General**

- Procedures protocols and plans for disaster response activities are developed to govern staff operations at the WCEOC and in the field. These are in the form of the Comprehensive Emergency Management Plan and corresponding Appendices and Standard Operating Procedures, which describe WCESF-10 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
- In a large event requiring State, Federal or mutual aid assistance, WCESF-10 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.
- Throughout the response and recovery periods, WCESF-10 will evaluate and analyze information regarding the identification of securing, removing and disposing of the hazardous materials requests for response, develop and update assessments of the hazardous materials situation and status in the impact area, and do contingency planning to meet anticipated demands or needs.
- When an event is focused in scope to a specific type or response mode technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.

## Organization

### Wayne County

- During an activation of the WCEOC, support agency staff are integrated with the Hazardous Responders to provide support that will allow for an appropriate, coordinated and timely response.
- During the response phase, WCESF-10 will evaluate and analyze information regarding hazardous materials requests. Also, WCESF-10 will develop and update assessments of the hazardous materials status in the impact area and does contingency planning to meet anticipate demands and needs.
- Support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Comprehensive Emergency Management Plan.

### Alerts and Notifications

- Upon activation of the EOP, the Office of Emergency Services staff will notify the point of contact for WCESF-10 through multiple methods.
- The Lead WCESF-10 Coordinating Agency representative or designee will coordinate all activities of WCESF-10.
- Upon instructions to activate WCESF-10, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.
- The level of response required for an incident is determined by the following:
  - Quantity, quality and the toxic effects of the material involved in the release
  - Population and/or property threatened
  - Type and availability of protective equipment required for the released material
  - Probable consequences should no immediate action be taken
- Warning and notification of the public, including warning and notification of special populations such as the handicapped, will be accomplished in accordance with the PIO Section.

### Actions

- Actions carried out by WCESF-10 are grouped into several phases. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. WCESF-10 encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services. The following services may be provided.
  - Assessment of Hazardous materials needs and potential impacts.
  - Hazardous materials personnel.
  - Hazardous materials equipment and supplies.
  - Evacuation support.
  - Emergency responder health and safety.
  - Radiological/chemical/biological hazards.
  - Mental health and crisis counseling for responders may e provided.
  - Hazardous materials Public Information and risk communication.
  - Hazardous materials Management, Command and control of assets.

- Hazardous materials activities related to terrorist threats and/or events.
- Logistical Staging areas and Points of Distribution/Dispersing.
- Catastrophic incident and alternate Hazardous materials facility support.
- Oil and hazardous substance incident response.
- Information on drinking water, wastewater and solid waste facilities.
- Information on SARA Title III fixed facilities, storage of extremely hazardous substances within the county.

### **Preparedness Action**

- Actions and activities that develop hazardous materials response capabilities may include planning, training, orientation sessions, and exercises for WCESF-10 personnel (i.e., Local, State, Regional, and Federal) and other emergency support functions that will respond with WCESF-10. This involves the active participation of inter-agency preparedness organizations, which collaborate in such activities on a regular basis.
- Local and State hazardous materials teams will jointly address planning issues on an on-going basis to identify response zones, potential staging areas, and potential medical facilities and establish specialized teams.
- Coordinate planning with WCESF-10 support agencies, Regional Domestic Security Task forces, and other emergency support functions to refine hazardous materials operations.
- Develop and refine procedures to be used in the following field surveys: Community Hazardous Materials Assessments.
- Conduct/coordinate training for WCEOC and hazardous materials response team members.
- Prepare and maintain standard operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency.
- Ensure lead agency personnel are trained in their responsibilities and duties.
- Participate in training courses for WCESF-10 personnel, provide information on critical facilities to the Wayne County Office of Emergency Services and develop protocols for frequently provided services.
- Maintain liaison relationships with support agencies.
- Conduct vulnerability analysis at critical facilities and make recommendations to improve the physical security.
- Provide resource management and logistical support to the incident.
- Preposition response resources when it is apparent that hazardous materials response resources will be necessary.
- Conduct/coordinate/participate in all exercises involving WCESF-10.
- Develop mutual aid procedures to assist with supporting issues related to a terrorist event or hazardous substance incident.

### **Response Action**

- Coordinate operations at the WCEOC and/or at other locations as required.
- Establish and maintain a system to support on-scene direction, control and coordination with the local incident commander, the WCEOC, Regional Domestic Security Task Force and State EOC, and / or other coordination entities as appropriate.
- Activate Mutual Aid procedures for the following resources; Hazardous Materials



Response Teams, Interoperable Communications and Command Vehicles, and any other as required and necessary.

- Implementation of Impact Assessment Teams to determine post-event impact to Emergency Services functional group resources and ability to perform Continuity of Operations of essential functions.
- Provide hazardous materials support in the investigation of a terrorist attack.
- Relocate hazardous materials response resources when it is apparent that they are endangered by the likely impacts of the emergency situation.
- Monitor and direct hazardous materials resources and response activities.
- Participate in WCEOC briefings, Incident Action Plans, Situation Reports and meetings.
- Coordinate with support agencies, as needed, to support emergency activities.
- Coordinate with other WCESF's to obtain resources and to facilitate an effective emergency response among all participating agencies.
- Once all local resources have been utilized and expended, coordinate with the logistic section to assist in locating additional support resources.

### **Recovery Action**

- Continue to provide support as required to support the recovery phase of the incident through the appropriate incident commander.
- Initiate financial reimbursement process for these activities when such support is available.

### **Mitigation Action**

- Identify deficiencies or areas to be improved and seek funds to enhance protective measures to lessen the impact on vulnerable populations and/or minimize damage to critical facilities.
- Provide personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.

### **Direction and Control**

The WCESF-10 system operates in two arenas, 1) WCEOC and/or 2) Field locations.

- A staffing directory and the WCESF-10 Standard Operating Procedures, its accompanying Appendices, and Standard Operating guidelines are maintained by each with status of the call lists updated at least monthly and all other documents at least annually.
- All hazardous materials field personnel and activities will be coordinated through WCESF-10 at the WCEOC.
- In accordance with a mission assignment from WCESF-10, and further mission tasking by a Local primary agency, each support organization assisting WCESF-10 assignment will retain administrative control over its own resources and personnel but will be under the operation control of WCESF-10. Delegation of mission operational control may be delegated to a Management Support Unit, Multi-Agency Coordination Team or a local entity.

## Responsibilities

**Lead Coordinating Agency:** Fire Marshal

- Provide leadership in directing, coordinating and integrating overall County efforts to provide hazardous materials assistance to affected areas and populations.
  - Maintain a list of mutual aid agencies and private contractors that are trained and qualified to respond to an incident.
  - Ensure that all first responders are trained in awareness and operations level of hazardous materials response as defined in the guidelines established by the State Emergency Response Commission.
  - WCESF-10 will coordinate the response and recovery efforts to hazardous materials incidents upon notification of a release by ensuring that coordination and cooperation is maintained in identifying the material. Then securing, removing and properly disposing of the hazardous material.
  - The presence of any radioactive material will be determined by properly trained personnel using basic detection equipment who will then determine if any evacuations are necessary. If evacuations are necessary, WCESF-10 will coordinate with other WCESF's to ensure operational missions are supported to the fullest extent possible.
  - Coordinate the response of all agencies required to handle the hazardous materials incident and the necessary cleanup involved in recovery.
  - Minor incidents are usually handled by jurisdictional fire departments with minimal use of resources. Larger incidents will involve a cooperative effort between all support agencies, private contractors and the North Carolina Department of Environmental Protection.
  - In a large event requiring local and State or mutual aid assistance, WCESF-10 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.
  - During a State declared disaster requests for resources or assistance from State agencies will be made through established and proven procedures as set forth in the State of North Carolina Comprehensive Emergency Management Plan.
  - Notify State Warning Point of all hazardous materials incidents and request State assistance when needed.
  - Coordinate with the North Carolina Department of Environmental Protection for notification and response to hazardous materials incidents when the ability to identify the material or mitigate the incident is beyond the capabilities of the county.
  - Maintain an accurate and current listing of all fixed facilities that produce or store 302 type hazardous materials. Prepare site-specific plans for each facility that produces or stores extremely hazardous substances (EHS) and update these plans annually or as necessary through the year.
- Staff and operate a National Incident Management system compliant command and control structure (i.e., Incident Command System) to assure that services and staff are provided to areas of need.

- Coordinate and direct the activation and deployment of County agencies hazardous materials personnel, supplies, and equipment and provide certain direct resources.
- WCESF-10 members or designees will jointly evaluate the emergency situation, make strategic decisions, and identify resource needs and secure resources required for field operations.
- WCESF-10 is responsible for monitoring hazardous materials emergency response and recovery operations. WCESF-10 members or designees will coordinate all State and Federal hazardous materials resources into the affected areas from staging areas.
- WCESF-10 will manage hazardous materials and other emergency incidents in accordance with each department's Standard Operating Guidelines and under the direction of WCESF-10 members or designee.
- WCESF-10 members or designee will make specific requests for hazardous materials assistance to the State ESF-10 through the Wayne County Liaison, as needed. The State will activate resources through the State Emergency Response Plan.
- WCESF-10 members or designees will continue to re-assess priorities and strategies, throughout the emergency, according to the most critical hazardous materials needs.
- WCESF-10 will demobilize resources and deactivate the ESF 10 station upon direction from the County Incident Commander.
- The responsible party for the material spill/release will be financially responsible for the material and will incur all cost and responsibility of the cleanup and disposal activities.

#### **Support Agencies:**

Volunteer Fire Departments  
 Wayne County Sheriff's Office  
 Wayne County Office of Emergency Services  
 Department of Solid Waste Management  
 Municipal Public Safety Departments  
 North Carolina Highway Patrol  
 North Carolina Department of Environmental Protection

- Support agencies will provide assistance to WCESF-10 with services, staff, equipment, and supplies that complement the entire emergency response effort as the County Emergency Response Team addresses the consequences generated by the hazards that may impact the County (i.e., severe weather, tropical cyclones, environmental biological, terrorism, technological, and mass migration, etc.). Because services and resources are subject to change from time to time, emergency coordinators are responsible for frequently updating their resources capabilities with the WCESF-10.
- The Office of Emergency Services will provide EOC support, conduct briefings, direct needs assessments, distribute key information, and serve as liaison to the State EOC to request resources.
- Maintain a list of available department resources that may be used to respond to and recover from the incident.
- Coordinate with the appropriate fire department, Department of Environmental Protection, or health department to ensure that the material is recovered and disposed of in accordance with local, State and Federal regulations.

- Will coordinate with appropriate agency to accept any material that has been approved for disposal in the county landfill. The agencies will also assist the Division of Emergency Services with identification of fixed facilities that produce or store hazardous materials.
- The Road Department or WCESF-3 will assist or coordinate the removal and disposal of any hazardous material deemed safe for disposal in the county landfill. This will be done in accordance with local guidelines and agreements. These guidelines will be updated and changed as deemed necessary.
- Emergency Medical Services will be responsible for transporting injured personnel to medical facilities. Patients will be decontaminated by the fire department personnel before delivery to EMS when possible. EMS will be responsible for notification of the local hospitals regarding the number of patients, severity of injuries and the material involved in the incident. Baptist Hospital is responsible for patient coordination with all other hospitals during multiple casualty incidents.
- Contaminated patients will be handled by each hospital in accordance with their standard operating procedures.
- The appropriate fire departments will be dispatched to any release of a hazardous material upon notification. It will be their responsibility to attempt to positively identify the material, determine the hazard and take immediate actions necessary within their capabilities to protect life and property. Each fire department is responsible to ensure their personnel receive the required training to perform any actions taken during a hazardous materials incident and to call for assistance when the necessary actions are beyond their capabilities. A contractor may be hired through mutual aid agreement or contract to respond to an incident upon request either by the responsible party for the incident or DEP. The contractor personnel will possess certification in all levels of training and respond with the equipment necessary to handle most hazardous materials incidents and with a full support staff of chemists at their facility. Upon arrival, the contractor personnel will coordinate with the fire department Incident Commander to assist in the identification and establishment of hot and cold zones, decontamination site, determining the proper methods and equipment to be used. Fire Department personnel will mostly likely perform decontamination of all personnel leaving the hot zone. If required, a contractor will be obtained to properly dispose of all decontamination material.
- Law enforcement agencies (WCESF-16) may be tasked to provide crowd control, security measures, roadway assessments, and ingress/egress actions to protect the public and property in, near and around areas involved in fire fighting operations; keep emergency forces informed of hazardous areas.
- City, county, and private utilities (WCESF-12) will coordinate with WCESF-10 to address fire prevention and suppression problems due to leaking natural gas, power line risks, and water flow contamination issues.
- City and County Public Works (WCESF-3) and other departments will provide road clearing equipment and other major resources needed to clear roadways in support of emergency Response Actions.
- City and County Communications Centers (WCESF-2) will provide radio

communications support, to the extent possible, to support communications among various Fire Department agencies responding to the impacted areas.

- Wayne County Emergency Medical Services (WCESF-8) will provide emergency medical care and transportation of victims beyond initial collection sites.
- American Red Cross and other community agencies (WCESF-6) will provide field support to emergency response personnel and evacuees as needed and required (food, water, basic assistance, etc.).

### **Financial Management**

- During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event. If a federally declared disaster exists, then a reimbursement formula is established by the Federal Emergency Management Agency that may be as much as 100 percent, but usually does not exceed 75 percent.
- Expenditures by support agencies entities will be documented by those entities and submitted directly to the Finance/Administration Section or a designated Finance Service officer as soon as possible for tracking of the disaster event expenses.

### **References and Authorities**

- State ESF-10
- The Clean Water Act of 1977, amended 1990
- Department of Environmental Protection Environmental Response Plan, North Carolina Statutes, Section 376.97 (2)(e), 376.303(1)(6) and CFR Part 311
- Fire Suppression Draft – Forestry
- The North Carolina fire Chiefs' Association, Fire-Rescue Disaster Response Plan.
- Code of Federal Regulations, 40CFR302

## WCESF-11 – Agriculture & Natural Resources

### **Introduction**

|                                  |   |
|----------------------------------|---|
| <b>Lead Coordinating Agency:</b> | Wayne County Agriculture Extension              |
| <b>Support Agencies:</b>         | Wayne County Department of Parks and Recreation |
|                                  | Wayne County Sheriff's Office                   |
|                                  | Wayne County Health Department                  |
|                                  | Municipal Public Safety                         |
|                                  | Departments Wayne County SPCA                   |
|                                  | Local Veterinarians                             |

### **Purpose**

The purpose of WCESF-11 is to provide for the coordination of local resources in response to small pet, livestock, and exotic animal care needs before, during, and following a significant natural or technological disaster. Animal issues are often overlooked in the planning process for disasters. This lack of planning, caused by the belief that animals can fend for themselves, leads to serious problems when these animals are forced from their habitats due to injury or hunger. By developing operational procedures to care for these animals prior to such an event, this Emergency Support Function will help reduce animal-related problems in emergencies. WCESF-11 will provide overall management, coordination and prioritization of countywide Animal Control services and assets to support pet and livestock animal needs in the event of a major emergency or disaster. WCESF-11 readiness planning is guided by the following assumptions:

- Human lives may be lost due to the refusal of owners to evacuate without their pets or livestock. Public education by the County and animal-related organizations is needed to make the people aware of pet sheltering facilities available, and the need to plan in advance.
- The large number of homeless/injured pets, livestock, and exotic animals, would be a health and nuisance/bite threat, which would necessitate a response to address the capture and subsequent sheltering of these animals.
- Triage and treatment of sick and injured animals to include euthanasia, if necessary, would have to be coordinated by veterinarians at designated shelters and private offices for small pets, and in the field for larger livestock.
- Importing of commercial pet/livestock food for the feeding of animals would need to be coordinated with the State ESF-11. Food drops for wild animals would be organized by

various wild-animal-related groups and state agencies.

- The accumulation of animal carcasses throughout the County must be removed to approved solid waste dumping sites and/or burnt or buried on site.
  - Sheltered animals will need to be re-united with their owners after the disaster.
- 

## **Concept of Operations**

### **General**

- Procedures protocols and plans for disaster response activities are developed to govern staff operations at the WCEOC and in the field. These are in the form of the Comprehensive Emergency Management Plan, corresponding Appendices, and Standard Operating Procedures, which describe WCESF-11 responsibilities. Periodic training and exercises are also conducted to enhance effectiveness.
- In a large event requiring local or State mutual aid assistance, WCESF-11 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.
- Throughout the response and recovery periods, WCESF-11 will evaluate and analyze information regarding the availability of animal care and control services.
- Requests for Animal Control assistance will be channeled through the Animal Regulation and Control dispatch as much as feasible, with calls taken by Rescue dispatcher at other times. At the time of activation of the WCEOC, WCESF-11 will be staffed on a 24-hour schedule to interface and communicate with other agencies and prioritize assistance requests. The Director of Animal Regulation and Control, or a designee, will be deployed to the WCEOC to coordinate actions with other agencies represented in the WCEOC.

## Organization

### Wayne County

- WCESF-11 will operate under the ICS structure through the EOP, working under the IC, but responsible directly to the Operations Section Chief.
- During an activation of the WCEOC, support agency staff is integrated with the Wayne County Animal Regulation and Control staff to provide support that will provide for an appropriate, coordinated and timely response.
- During an emergency or disaster event, the WCEOC's Operations Section Chief will coordinate the support resources from the support agencies with the Human Services Branch Chief.
- During the response phase, WCESF-11 will evaluate and analyze information regarding volunteers and donations requests. Also, WCESF-11 will develop and update assessments of the requirements for resources to provide animal care and control services in the impacted area and undertake contingency planning to meet anticipated demands and requirements.
- Division of Animal Control develops and maintains the overall WCESF-11 Standard Operating Procedures that govern Response Actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall EOP. All such documents will be in compliance with the National Response Framework, the National Incident Management System, and the Incident Command System.
- Staffing of WCESF-11 positions will be accomplished through using resources of the Wayne County Health Department, Division of Animal Control along with personnel from WCESF-11 support agencies and trained and screened unaffiliated volunteers.

### Alerts and Notifications

- Upon activation of the EOP, the Office of Emergency Services staff will notify the point of contact for WCESF-11 through multiple methods.
- The Lead WCESF-11 Coordinating Agency representative or designee will coordinate all activities of WCESF-11.
- Upon instructions to activate WCESF-11, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

### Actions

- Actions carried out by WCESF-11 are grouped into phases. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting



agencies and the intended recipients of service. WCESF-11 encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services.

### **Preparedness Action**

- Actions and activities that develop Animal Protection response capabilities may include planning, training, orientation sessions, and exercises for WCESF-11 personnel (i.e., County, State, Regional, and Federal).
- Coordinate planning with WCESF-11 support agencies, Regional Domestic Security Task forces, and other emergency support functions to refine Animal Protection operations.
- Coordinate the delivery of preparedness programs that address small pet issues. The Wayne County Extension Service will coordinate preparedness and response measures that address livestock or other large animals.
- Identify local “pet-friendly” resources that can provide services, solutions, and options for residents and visitors with pets. Provide the information through a public campaign effort as appropriate.
- Stockpile water and food supplies at the Wayne County Animal Shelter on Fairfield Drive for domestic small animal needs and at Langley Bell 4H Camp on Nine Mile Road for large animal needs, and at the Equestrian Center on Mobile Highway for horses.

### **Response Action**

- Coordinate with support agencies to offer support in identifying shelter options for animals whose owners will not evacuate without their pets. Animal Control will accept pets from Special Needs Shelter clients to the extent possible.
- Identify, mobilize and deploy assessment representatives to the disaster area(s) to determine the specific health and safety needs and priorities. WCESF-11 will coordinate with other WCESF’s represented at the WCEOC to provide support to aid in the relief of nuisance and health-related problems involving animals and their impact on human relief efforts.
- Provide assistance in the following areas: capture of injured and displaced animals, sheltering, medical care, feeding, relocation and reunification with owners, acquisition of additional food and supplies from vendors to support the relief efforts, continued coordination with other WCESFs for timely and proper carcass disposal.

### **Recovery Action**

- Provide continued care of sheltered animals, provide an extended network for the adoption of unclaimed animals, and assist in the relocation of sick and injured animals to permanent facilities until a return to normal operations.

### **Mitigation Action**

- Develop and deliver guidance for farmers and owners of livestock on measures that can be taken to reduce losses from scenario disaster events.

### **Direction and Control**

- The WCESF-11 system operates at two levels:
  - WCEOC
  - Field operations.
- A staffing directory and the WCESF-11 Emergency Operations Plan, its accompanying Appendices, Annexes and Standard Operating Procedures are maintained by the lead and supporting agencies with status of the call lists updated periodically as appropriate.

### **Responsibilities**

**Lead Coordinating Agency:** Wayne County Agriculture Extension

- Notify, activate, and mobilize all agencies assigned to WCESF-11.
- Coordinate all support agency actions in performance of missions assigned to WCESF-11.
- Coordinate requests for assistance and additional resources necessary during performance of the mission with the appropriate agencies.
- Function as the County's representative/liaison to the WCEOC Team for the activities and responsibilities carried out by the primary and support agencies of WCESF-11.
- Investigate all animal bites.
- Impound animals roaming at large. Provide for necessary quarantine of bite animals for observation.
- Facilitate the transportation of injured, stray, or nuisance animals to animal care facilities.
- Assist emergency response teams with animal-related problems.
- Make the arrangements for the removal and disposal of dead animals.
- Coordinate with the Wayne County Public Health Unit for the release of public information regarding animals and related health issues.
- Enforce the Wayne County Animal Control Ordinance.

- Euthanize sick and/or injured animals through assigned and authorized persons.
- Return wild animals to their natural environment.
- Respond to animal-related inquiries.
- Investigate animal cruelty and neglect complaints.
- Compile report data for inclusion into the incident action plan and information needed for public release through WCESF-15.

**Support Agencies:**

Wayne County Department of Parks  
and Recreation

Wayne County Sheriff's Office

Wayne County Health Department

Municipal Public Safety Departments

Wayne County SPCA

Local Veterinarians

- Notify, activate, and mobilize all personnel and equipment to perform or support assigned functions.
- Designate and assign personnel for staffing of all facilities at which this Emergency Support Function is required, and providing representation when it is determined by the primary agency of this Emergency Support Function to be necessary.
- Coordinate all actions of the support agencies through WCESF-11 and Animal Control for the efficient and effective response and recovery efforts.
- Wayne County Mosquito Control Division of NESD provides consultation and advice in the control of arthropod pests of public health importance and of pestiferous mosquitoes, support in vector control measures, options, and strategies, as needed and required; conducting field investigations and laboratory analysis of relevant samples, providing vector control equipment, chemicals, manpower, and supplies as per authority and responsibility under Chapter 388, North Carolina Statutes and Chapter 5E-13, North Carolina Administrative Code; coordinate with Environmental Health to provide technical assistance and consultation on protective actions regarding vector-borne diseases and the presence of large populations of biting nuisance mosquitoes and other arthropods in the disaster area.
- The above citation of Chapter 5E-13, North Carolina Administrative Code, is presented as information only as to one of our division's major responsibilities that may be employed as

emergency protective measures within the disaster area.

- These recommendations include some statutory language as well as that from FEMA's "Guidance on the Eligibility of Vector Control" and a FEMA Policy Statement, pending final agency approval.
- Wayne County Extension Services will maintain equipment and resources necessary to manage livestock in a disaster situation and provide, arrange, or assist in meeting the needs for the transportation of livestock and housing in the aftermath of an event
- Identify all personnel and resource requirements to perform assigned missions, which are in excess of the support agencies' capabilities.

### **Financial Management**

- During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event.
- Overall disaster expenditures will be summarized, coordinated, and reported through WCESF-11 to the Finance Section for maintenance and summarization of overall disaster expenses for reporting and documentation purposes.

## WCESF-12 – Energy

### **Introduction**

|                                  |   |
|----------------------------------|---|
| <b>Lead Coordinating Agency:</b> | Wayne County Office of Emergency Services |
| <b>Support Agencies:</b>         | Progress Energy                           |
|                                  | Tri-County Electric                       |
|                                  | Municipal Public Works Departments        |

### **Purpose**

The purpose of WCESF-12 is to establish policies to be used in the coordination with private providers for the restoration of power during emergencies or following a major disaster. Expedient recovery is dependent upon the restoration of power to homes and businesses. Power outages are usually caused by major disasters such as hurricanes, tornadoes or other severe weather. However, other events such as fuel shortages, civil disturbances, disruption of transmission and distribution systems, or power generating plant failure may also cause temporary disruption of power.

WCESF-12 can provide personnel and resources to support preparedness, response, recovery and mitigation in support of the primary emergency management objectives. WCESF-12 resources are coordinated when individual agencies are overwhelmed and local resources may be able to be utilized more efficiently and effectively in a cooperative manner.

### **Concept of Operations**

#### **General**

- Procedures protocols and plans for disaster response activities are developed to govern staff operations at the WCEOC and in the field. These are in the form of the Comprehensive Emergency Management Plan and corresponding Appendices, and Standard Operating procedures, which describe WCESF-12 responsibilities. Periodic training and exercises are also conducted to enhance effectiveness.
- In a large event requiring local and state mutual aid assistance, WCESF-12 will coordinate with support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.
- When an event is focused in scope to a specific type or response mode, technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.
- The potential for widespread loss of power is relatively high in Wayne

County due to the frequency of severe weather. Loss of power to large areas of the County may require that shelters be opened and some basic services be provided.

- WCESF-12 is not a typical ESF that will provide emergency support services to the WCEOC and WCESF's. WCESF-12 operates to restore infrastructure that delivers energy services to the community. If there is service out within the community, WCESF-12 will take that information, prioritize it and process it within their own organizations and provide progress reports as to the status of energy service restoration. WCESF-12 is more of an informational ESF where the WCEOC provides information of problems to WCESF-12 and the WCESF-12 provides information to the WCEOC as to the status of resolution to those problems.
- WCESF-12 is not an energy solution resource as it relates to fuel. Fuel will be the responsibility of specific organizations for both facility operations and for employee staff. Pre-planning fueling needs will be critical to maintain and recover daily operations during a large-scale event. Each facility and organization will need to identify solutions in advance of an event that meets their complete need.
  - Wayne County fuel supplies will be coordinated through the WCEOC and the Solid Waste Department through the Emergency Fuel Distribution Plan maintained by OES. County fuel supplies are specifically for County vehicles only. Each agency will have their own policies and plans for fuel usage and preparedness.
- For fueling issues that cannot be resolved by the individual organization, the needs should be addressed through a request to the WCEOC. Fuel sources will attempt to be identified by the WCEOC, and if so, the third party supplier will be identified and provided to the requesting agency or organization for their own logistical coordination and to manage billing and payment processes on their own.

## Organization

### Wayne County

- The Wayne County Office of Emergency Services serves as the lead agency for WCESF-12 and will work with the support agencies listed above to coordinate the response and process resource requests for power companies during major power outages.
- Duke Energy Progress and Tri-County Electric Cooperative, using established hurricane response plans and standard operating procedures will:
  - provide their own resources through contractual agreements with other power providers to perform damage assessment; and
  - obtain necessary equipment, repair or rebuild transmission and distribution systems, and restore power.
- The Wayne County Office of Emergency Services maintains a power restoration priority plan that will guide the allocation and restoration of

power as the situation dictates.

- Duke Energy Progress and Tri-County Electric Cooperative both have public information officers who, in conjunction with WCESF-15 and the Joint Information Center (JIC), will issue statements and press releases that address existing or potential power problems or shortages.
- During an emergency or disaster event, the WCEOC will coordinate the support resources from the support agencies.
- The Wayne County Office of Emergency Services develops and maintains the overall WCESF-12 Emergency Operations Plan, accompanying Appendices, and Standard Operating Procedures that govern Response Actions related to emergencies. However support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Framework, the National Incident Management System, the Incident Command System and the County Comprehensive Emergency Management Plan.

#### **Alerts and Notifications**

- Upon activation of the EOP, the Office of Emergency Services staff will notify the point of contact for WCESF-12 through multiple methods.
- The Lead WCESF-12 Lead Coordinating Agency representative or designee will coordinate all activities of WCESF-12.
- Upon instructions to activate WCESF-12, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

#### **Actions**

- Actions carried out by WCESF-12 are grouped into phases. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. WCESF-12 encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services.
- Maintain a list of essential employees who because of their expertise and nature of assigned responsibilities are “on call” throughout all phases of a major disaster operation.

### **Preparedness Action**

- Actions and activities that develop energy service response capabilities may include planning, training, orientation sessions, and exercises for WCESF-12 personnel (i.e., County, State, Regional, and Federal) and other emergency support functions that will respond with WCESF-12. This involves the active participation on inter-agency preparedness organizations, which collaborate in such activities on a regular basis.
  - In preparation of an emergency or disaster, WCESF-12 will coordinate with Duke Energy Progress and Tri-County Electric Cooperative and major fuel providers to determine response and recovery needs and priorities.
- The Wayne County Office of Emergency Services will coordinate with Facility Services to identify emergency shelter power generation capacity and needs, or other emergency power needs.
- Duke Energy Progress and Tri-County Electric Power Cooperative will deliver public education campaigns that address safety around electricity, emergency procedures for homes and businesses and hurricane preparedness.
- The Wayne County Office of Emergency Services will maintain the special needs registration list, which includes those citizens that are dependent on electricity to operate medical equipment.

### **Response Action**

- Coordinate operations at the WCESF-12.
- Establish and maintain a system to support on-scene direction and control and coordination with the WCEOC, Regional Domestic Security Task Force and the State EOC, or other coordination entities as appropriate.
- Prioritize the restoration of electric power, based on the priority restoration list that is maintained by the Wayne County Office of Emergency Services.
- Participate in EOC briefings, Incident Action Plans, Situation Reports and meetings
- Provide information up through the Operations Section Chief, Planning Section, and Incident Commander on the Status of Energy Systems locally for the benefit of the EOC and the incident action plan and adjust Response Actions accordingly.
- Monitor and direct energy restoration resources and response activities.

### **Recovery Action**

- The Infrastructure Branch Director, in consultation with the requesting jurisdiction, may obtain additional energy service resources via established mutual aid agreements.
- WCESF's will support any resource needs to WCESF-12 as appropriate.
- Additional resources not locatable locally or regionally within the organizations capabilities will be requested through logistics section.



### **Mitigation Action**

- Identify mitigation measures and funds to reduce the vulnerability of electric power to the effects of hurricanes and other major hazards.
- Provide personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.

### **Direction and Control**

- The WCESF-12 system operates in two arenas; 1) The WCEOC; 2) field locations.
- During emergency activations, all management decisions regarding Wayne County or regional response are made at the WCEOC by the WCESF-12 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Section Chiefs and staff at the County Emergency Operations Center assist the incident commander in carrying out the overall mission. Sections, Units, Teams, staffing levels, etc. are modular and scalable, depending on the type, size, scope and complexity of the emergency or disaster event.
- A staffing directory and the WCESF-12 Standard Operating Procedures, its accompanying Appendices, and Annexes are maintained by the Primary Coordinating Agency and updated as required.

### **Responsibilities**

#### **Lead Coordinating Agency:** Wayne County Office of Emergency Services

- Maintain a close working relationship with the local energy companies to ensure that timely notification of potential problems are received and requests for support and resources are processed as quickly as possible.
- Maintain a power restoration priority list based upon the facilities required to provide sheltering, sanitary facilities, food water, ice and other basic needs. This priority list shall be used and amended as the situation dictates, as a priority list for energy allocation.
- Coordinate with power companies to prepare and release public information regarding the power emergency. This information will be disseminated through the Emergency Alerting System when necessary and through all local media in cooperation with WCESF-15 and the Joint Information Center (JIC).
  - When requested, coordinate with other WCESF-12 support agencies to obtain needed resources and make requests to the State Division of Emergency Management when local resources have been exhausted through the logistics section.
- Coordinate all WCESF activity and information and provide information to the Planning Section of inclusion into the incident action plan as appropriate.

**Support Agencies:**

Duke Energy Progress

Tri-County Electric

Municipal Public Works Departments

Support WCESF-12 Lead Coordinating Agency and all ESF activity and information and provide Information to the WCEOC of inclusion into the incident action plan as appropriate.

- All agencies should work together to provide system recovery efficiencies and effectiveness to promote quick recover of energy infrastructure.
- ALL companies will be responsible for maintaining an emergency plan to restore power as quickly as possible following the event. They will ensure that the Wayne County Office of Emergency Services is kept abreast of problems or potential problems and will have a representative in the WCEOC when activated.
- Work with the Wayne County Office of Emergency Services to provide power as quickly as possible to the facilities identified on the power restoration list.
- Both will prepare press releases regarding the incident to keep the public informed. When necessary, coordinate with the Wayne County Office of Emergency Services for release of information. Continue a public education campaign dealing with disaster situations and hurricane preparedness.

**Financial Management**

- During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event.
- Each agency will provide summary data as to event expenses on-going throughout the disaster for disaster cost estimate tracking through the finance Section on a regular basis as requested by the Finance Section.

**References and Authorities**

- State ESF-12

## WCESF-13 – Public Safety & Security

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### **Introduction**

|                                  |   |
|----------------------------------|---|
| <b>Lead Coordinating Agency:</b> | Wayne County Sheriff's Office               |
| <b>Support Agencies:</b>         | Municipal Police Departments                |
|                                  | North Carolina Highway Patrol               |
|                                  | North Carolina Department of Transportation |

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### **Purpose**

The purpose of WCESF-13 is to provide law enforcement coordination and support services in support of emergency events in Wayne County. WCESF-13 can provide personnel and resources to support preparedness, response, recovery and mitigation in support of the primary emergency management objectives. WCESF-13 resources are used when individual agencies are overwhelmed and County Emergency Response Team requests additional law enforcement assistance.

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### **Concept of Operations**

#### **General**

- WCESF-13 is organized consistent with the State Emergency Operations Center and the requirements of the National Response Framework, the National Incident Management System, and the Incident Command System in order to provide incident assessment, planning, procurement, deployment, coordination and support operations to Wayne County Area Operations and State Emergency Response Team to assure a timely and appropriate response to an emergency or situation.
- Procedures protocols and plans for disaster response activities are developed to govern staff operations at the WCEOC and in the field. These are in the form of the Comprehensive Emergency Management Plan, and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Procedures, which describe WCESF-13 capabilities. Periodic training and exercises are also conducted to enhance effectiveness.
- In a large event requiring local or State mutual aid assistance or Federal assistance, WCESF-13 will coordinate with support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.
- Throughout the response and recovery periods, WCESF-13 will evaluate and analyze information regarding law enforcement support requests, and develop and update assessments of the law enforcement resource status in the impact area, and conduct contingency planning to meet anticipated

demands or needs.

- When an event is focused in scope to a specific type or response mode technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure.

## **Organization**

### **Wayne County**

- During an activation of the WCEOC, all support agency staff are integrated with the Wayne County Sheriff's Office staff to provide support that will allow for an appropriate, coordinated and timely response to the field Incident Commander.
- During an emergency or disaster event, the WCESF-13 and the WCEOC will lead coordination of the support resources from the support agencies with the Emergency Services Branch Chief.
- During the response phase, WCESF-13 will evaluate, coordinate, and fulfill all valid requests for law enforcement resources. Also, WCESF-13 will complete and update assessments and contingency plans for the law enforcement support services deployed or anticipated in the incident area.
- WCESF-13 will coordinate and maintain all Comprehensive Emergency Management Plans, accompanying Appendices, and Standard Operating Procedures that govern Response Actions related to emergencies within the WCESF-13 realm. Support agencies may develop and maintain supporting documents for agency use, which must be compatible with the overall EOP. All such documents will be in compliance with the National Response Framework, The National Incident Management System, the Incident Command System and the County Comprehensive Emergency Management Plan.

### **Alerts and Notifications**

- Upon activation of the EOP, the Office of Emergency Services staff will notify the point of contact for WCESF-13 through multiple methods.
- The Lead WCESF-13 Coordinating Agency representative or designee will coordinate all activities of WCESF-13.
- Upon instructions to activate WCESF-13, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

## **Actions**

- Actions carried out by WCESF-13 are grouped into the phases. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. WCESF-13 encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services. The following services may be provided but are not limited to:
  - Scene security, intelligence, investigations or other special law enforcement services.
  - Law Enforcement personnel.
  - Law Enforcement Specialty Teams (SWAT, HDT, Forensics, Perimeter Security, Waterborne Response Teams.)
  - Law Enforcement equipment and supplies.
  - Evacuation and Re-entry support.
  - Post event security and escort services.
  - Law Enforcement Management - Command and control of assets.
  - Law Enforcement activities related to terrorist threats and/or events.
  - Catastrophic incident and alternate law enforcement service facility support.

## **Preparedness Action**

- Actions and activities that develop law enforcement response capabilities may include planning, training, orientation sessions, and exercises for WCESF-13 personnel (i.e., County, State, Regional, and Federal) and other emergency support functions that will respond with WCESF-13. This involves the active participation of inter-agency preparedness organizations, which collaborate in such activities on a regular basis.
- Local and State law enforcement will coordinate planning issues.
- Coordinate planning with WCESF-13 support agencies, Regional Domestic Security Task Forces, and other emergency support functions to refine law enforcement coordination and support operations.
- Develop and refine procedures to be used in response operations.
- Coordinate/ participate in training and exercises for the WCEOC and response team members.
- Prepare and maintain emergency operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of WCESF-13.
- Develop and implement emergency response and law enforcement security and/or investigations services.
- Maintain liaison with support agencies.
- Conduct vulnerability analysis at critical facilities and make recommendations to improve the physical security.

- Participate in all hazards exercises involving WCESF-13.

### **Response Action**

- Coordinate operations of WCESF-13 in the WCEOC and/or at other locations as required.
- Establish and maintain a system to support on-scene direction, control and coordination with the local Incident Commander, the WCEOC, Regional Domestic Security Task Force, and the State EOC, or other coordination entities as appropriate.
- Establish Mutual Aid and liaison procedures for the following resources; Urban and Light Search and Rescue, Physical Security, Traffic Control, Escort Services, Patrol, Intelligence and Investigations support, Interoperable Communications and other resources, as required.
- Resource Management and Logistical Support.
- Intelligence and Investigations support in the investigation of a suspected terrorist attack.
- Pre-position response resources when it is apparent that law enforcement resources will be necessary and be prepared to relocate resources to a safe area if they are endangered by the impact of the emergency situation.
- Monitor and direct law enforcement resources and response activities.
- Participate in WCEOC briefings, develop Incident Action Plans, Situation Reports and attend meetings.
- Coordinate with support agencies, as needed, to support emergency response activities.
- Obtain State resources through the Logistics Section coordinate all resources into the affected areas from designated staging areas.
- Coordinate with other WCESF's to obtain resources and facilitate effective emergency response among all participating agencies and jurisdictions.
- Support security mission for public shelters as needed and tasked.
- Support security mission for Points of Distribution/Dispersion as needed and tasked.
- Support security mission for CRDP as needed and tasked.
- Support resource escort mission in and around County as needed and tasked.
- Support law enforcement and security needs for the community in the aftermath of a disaster event as needed and required.
- Support security mission for search and rescue operations as needed and required.
- Support evacuation, re-entry, and traffic control mission as needed and required.
- Enforce evacuation orders as needed and required.
- Enforce and manage curfew mission as needed and required.
- Coordinate with other local ESF's and agencies for support

resources in the effort to meet resource needs in completing mission assignments and tasks.

- Once local resources have been expended, coordinate with the Logistics Section to identify additional resources to meet the mission needs.
- Coordinate all activities and resources with all agencies of WCESF-13 to efficiently and effectively utilize resources available.
- All actions, resource requests, etc. should be coordinated in the best interests of all WCESF-13 agencies.

### **Recovery Action**

- Continue to coordinate with all WCESF-13 agencies and provide support as required to all operations as appropriate, until response activities are concluded or until they can be managed and staffed by the primary incident agency or jurisdictions.

### **Mitigation Action**

- WCESF-13 will work to mitigate organizational infrastructure through lessons learned from disaster event impacts and to improve operational readiness through after action reviews and reports noting areas for improvement both at the agency level and through WCESF-13 and their operational cooperation.

### **Direction and Control**

- WCESF-13 system operates in two arenas; 1) the WCEOC; 2) field locations.
- WCESF-13 will operate under the ICS structure as identified in the WCEOC and the Lead Coordinating Agency will coordinate all activities and agencies under WCESF-13 in meeting mission goals and tasks efficiently and effectively.
- WCESF-13 will operate in coordination with the IC through the event as appropriate and required. WCESF-13 will coordinate resources of lead and support agencies in meeting mission requests and requirements.
- WCESF-13 will coordinate the development and implementation of any required or needed operational plans and procedures to enhance the WCESF-13 operations in collaboration with the support agencies.
- WCESF-13 will coordinate all operational information and status report through WCESF-13 to the Operations Section Chief and will provide information available for reporting purposes and Incident Action Plan development to the Planning Section.
- WCESF-13 is comprised of many different law enforcement agencies, but will coordinate to act in unison in the best interests of the community and all the agencies involved.

## Responsibilities

### Lead Coordinating Agency: Wayne County Sheriff's Office

- Provide leadership in coordinating and integrating overall County efforts to provide law enforcement assistance to affected areas, populations, and operations.
- Coordinate the activation and 24-hour staffing of WCESF-13 as needed or required.
- Coordinate all activity, response, recovery, resource requests, resource deployment, resource management, and other law enforcement activity within WCESF-13.
- Coordinate all resource requests to and from WCESF-13 locally and through the logistics section as necessary.
- Will coordinate WCESF-13 efforts in continuing to re-assess priorities and strategies, throughout the emergency, according to the most critical law enforcement needs.
- WCESF-13 will demobilize resources and deactivate the WCESF-13 station upon direction from the IC.
- Will coordinate all status reports and information from WCESF-13 to the PIO, Planning Section, and Operations section Chief as needed, requested, or required for input into the WCEOC briefings and the development of the Incident Action plan and PIO press releases.

### Support Agencies:

Municipal Police Departments

North Carolina Highway Patrol

North Carolina Department of Transportation

- Support agencies will provide and coordinate assistance to WCESF-13 with services, staff, equipment, and supplies that complement the entire emergency response effort.
- The Office of Emergency Services will provide EOC support, conduct briefings, direct needs assessments, distribute key information, and serve as liaison to the State EOC to request resources.
- Support agencies will coordinate all operational activity through WCESF-13 to minimize duplication of effort and maximize the efficiency of resources.
- Support agencies will operate efficiently and effectively in the best interest of all agencies supporting disaster operations and may work outside their normal operations and jurisdictions in the effort to accomplish mission assignments as appropriate and required.
- Support agencies will coordinate all status report information and press release information through WCESF-13 to the PIO, IC, and Planning Section for the development of press releases and the Incident Action



Plan.

- The North Carolina Highway Patrol, a state agency, is responsible for maintaining liaison with WCESF-13 and providing support as requested. The agencies state responsibility is for the overall command and coordination of State ESF-13, and the deployment of State law enforcement assets to support affected local agencies.
- The Department of Transportation, Division of North Carolina Highway Patrol, a state agency, is responsible for maintaining liaison with WCESF-13 and providing support as requested. The agencies state responsibility is for assisting, evacuations, traffic control, road status closure information, high visibility patrol, and escorts. Furthermore, provide assistance in fixed post and other assignments as needed.
- The North Carolina Wildlife Conservation Commission, Division of Law Enforcement, a state agency, is responsible for maintaining liaison with WCESF-13 and providing support as requested. The agencies state responsibility is for conducting waterborne security evacuations, search and rescue, waterborne law enforcement, and patrol of rural natural areas, assist with communications issues and assist in mission requiring four-wheel drive, all-terrain vehicles, vessels or aircraft. Further, provide assistance in fixed post and other assignments as required.
- The Department of Juvenile Justice, a state agency, is responsible for maintaining liaison with WCESF-13 and providing support as requested. The agencies state responsibility is for assisting FDLE in coordinating activities and services, which may include but are not limited to; transporting of victims and/or supplies to disaster relief sites, providing temporary housing, preparing supplies for dissemination to disaster relief sites, assisting with the relocation of displaced citizens, assisting with food support services, providing limited, temporary manpower for restoration and cleanup, providing clerical/administrative support for command/communications centers.
- The Department of Environmental Protection's mission is to "protect the people, the environment, the cultural and natural resources, through enforcement, education and public service". The Law Enforcement Program is responsible for statewide environmental resource law enforcement and providing basic law enforcement services to the state parks, Greenways and trails.

### **Financial Management**

- During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event.
- Overall disaster expenditures will be summarized, coordinated, and

reported through ESF-13 to the Finance Section for maintenance and summarization of overall disaster expenses for reporting and documentation purposes.

## WCESF-14 – Long Term Recovery

### **Introduction**

**Lead Coordinating Agency:** Wayne County Development Alliance

**Support Agencies:** Wayne County Office of Emergency Services  
Wayne County Chamber of Commerce  
Municipal Governments

### **Purpose**

The purpose of WCESF-14 is to provide guidance and coordinate issues with Wayne County's business community in all phases of emergency management – preparedness, response, recovery and mitigation – in a sustained effort to reduce the vulnerability of this key sector to the effects of disasters, to more economically and efficiently utilize local resources, and to expedite response and recovery when a major disaster does occur.

### **Concept of Operations**

#### **General**

- The Economic Alliance will act as lead agency and point of contact for the business/industrial community in Wayne County.
- Up-to-date resource databases will be available to provide established contacts and lists of local businesses and related organizations.
- The business and industry function will coordinate with all elements of the Emergency Operations Center (EOC) to ensure that information disseminated in the field is timely and consistent.

#### **Organization**

##### **Wayne County**

- WCESF-14 will be coordinated by the Lead Coordinating Agency representing and coordinating activities for the business community utilizing a NIMS compliant operational system under the ICS utilized in the WCEOC.
- WCESF-14 will work within the EOC ICS structure under the Logistics Section Chief coordinating activities and information to and from the community to the WCEOC through WCESF-14.
- The lead agency will represent all business community interests and not just membership interests.

### **Alerts and Notifications**

- Upon activation of the EOP, the Office of Emergency Services staff will notify the point of contact for WCESF-14 through multiple methods.
- The Lead WCESF-14 Coordinating Agency representative or designee will coordinate all activities of WCESF-14.
- Upon instructions to activate WCESF-14, The Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

### **Actions**

- Actions carried out by WCESF-14 are grouped into phases of emergency management: preparedness, response, recovery and mitigation.

### **Preparedness Action**

- Assist the development and testing of methods for communicating emergency information to businesses at risk from a disaster.
- Coordinate with the Office of Emergency Services to identify, collect, review and disseminate appropriate disaster preparedness guides that can be tailored to the unique needs, priorities and capabilities of small businesses in Wayne County.
- Support and coordinate the education of member companies in the chambers of commerce on disaster mitigation and disaster assistance programs that are available through the Small Business Administration, FEMA and other agencies.
- Participate in all hazards exercises involving WCESF-14.
- Plan and coordinate activities to be implemented in the WCEOC with support agencies.
- Maintain a list of WCESF-14 member companies, and jointly held assets that that can be deployed during an emergency.

### **Response Action**

- Work with the Logistics section to coordinate resources from the community to meet unmet needs for supplies and services where appropriate.
- Assess local business needs in the aftermath of a disaster event to better coordinate and target response activities.
- The Business and Industry coordinator will work closely with all area chambers of commerce and EM to identify business and community leaders to assist in the rapid dissemination of information, identify unmet needs, establish an ongoing dialogue and information exchange, and facilitate collaborative Federal, State, and local planning and mutual support for disaster recovery.

### **Recovery Action**

- Continue to provide information and support as required to impacted businesses until response activities are concluded or until they can be managed and staffed by the primary incident agency or jurisdictions.

### **Mitigation Action**

- Provide business owners with the appropriate expertise to participate in activities designed to reduce or minimize the impacts to businesses from future disasters.
- Assist in the identification of sources of funding.
- Assist with getting out the concept of mitigation to allow businesses to be better mitigated against future events to minimize loss due to damage and loss of income.

### **Direction and Control**

- WCESF-14 will operate under the ICS structure in the WCEOC and will coordinate liaison staffing as needed and required to represent the business community in the WCEOC.
- WCESF-14 will coordinate all activities with the support agencies and work under the Logistics Section Chief.

### **Responsibilities**

#### **Lead Coordinating Agency:** Wayne County Development Alliance

- Serve as the designated point of contact for WCESF- 14, representing the business community in the WCEOC during a disaster or emergency.
- Serve as a clearinghouse and repository of business preparedness guidance that is provided by the Wayne County Office of Emergency Services and other sources.
- Coordinate the dissemination of information to member and non-member businesses following a disaster, including supporting agencies.
- Coordinate the receipt of assessment information from the community through to the WCEOC and appropriate Sections for decision-making processes.
- Provide status information to the Planning Section for inclusion into WCEOC briefings and Incident Action Plans.

**Support Agencies:**

Wayne County Office of Emergency Services

Wayne County Chamber of Commerce

Municipal Governments

- Participate in business preparedness seminars, awareness programs, disaster preparedness training, and exercises.
- Assist in the dissemination of recovery information and guidance to member businesses following a disaster.
- Support WCESF-14 in providing resource support in meet mission needs and requirements.
- Assist in the compilation of assessment information and data for decision making use and reporting information in the WCEOC and provide through WCESF-14 to the Logistics and Planning Section for inclusion into Incident Action Plans.

**Financial Management**

- During a response, each business is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event

## WCESF-15 – External Affairs

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### Introduction

Lead Coordinating Agency:

Wayne County Public Affairs

Support Agencies:

Wayne County Leadership

Office of Emergency Services

Municipality Leadership

Municipality PIO's

School District PIO's

County Department PIO's

Local Media Outlets

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### Purpose

The purpose of WCESF-15 is to disseminate information on emergencies to the public through various media outlets.

The following assumptions will guide the dissemination of public information in Wayne County:

- Extensive destruction of media communication facilities and loss of electrical power may severely disrupt the normal flow and dispersal of information in the disaster area
  - After a disaster, information can be erroneous, vague, difficult to confirm and or contradictory
- 

### Concept of Operations

#### General

Procedures, protocols and plans for disaster response activities are developed to govern staff operations at the WCEOC and in the field. These are in the form of a Comprehensive Emergency Management Plan, corresponding Appendices and Standard Operating Procedures, which describe WCESF-15 responsibilities to enhance effectiveness.

The Wayne County Public Affairs Office will act as the lead agency for WCESF-15

Should the event require additional jurisdictional PIO participation, a Joint Information Center (JIC) will be established. All public information will be coordinated through the JIC to and from all the jurisdictions and agencies to enforce one consistent, clear message to the community.

The Citizen's Information Center may be activated to assist WCESF-15 in providing a consistent message to the community and will be managed and under the direction of the Wayne County PIO.

WCESF-15 will manage all media access, interviews and information to and from the media as

they operate from the WCEOC, which will include all types of media formats, locally, regionally and nationally.

### Organization

#### Wayne County:

The Public Information Officer will act in coordination with the WCEOC Command Staff, with support from County Leadership and County Departments. This position is responsible for interfacing with the public and media and/or agencies with incident related information requirements.

During a disaster, the WCEOC will act as the central coordinating facility for receiving and disseminating public information. Information flow to the WCEOC will occur directly from various sources and citizen public information phone calls. Information will flow from the WCEOC in the form of media briefings, news release and situation reports.

#### Wayne County Municipalities:

Although municipalities can, and do, operate their own disaster responses and public information, they should coordinate with the WCEOC and the County PIO during disaster events to avoid conflicting information. Communication between the municipal PIO's and the County PIO is critical in maintain the flow of correct and consistent information being received by all PIO's and being disseminated by all PIO's.

### Alerts and Notifications

Upon activation of the EOP, the Office of Emergency Services staff will notify the point of contact for WCESF-15 through multiple methods.

The Lead WCESF-15 Coordinating Agency representative or designee will coordinate all activities of WCESF-15 from the WCEOC or in the field.

Upon instructions to activate WCESF-15, the Lead Coordinating Agency will implement procedures to notify and mobilize all personnel, facilities and physical resources likely to be needed, based on the emergency circumstances.

The PIO and OES have the capability to utilize the Emergency Alert System to deliver information to the public. The EAS Plan is kept on file with OES.

The broadcast and print media will be relied upon to assist in the dissemination of public information to the general public. The media outlets that serve Wayne County are:

- GoldsboroDailyNews.com
- WGBR-AM/FM
- WZKT-FM
- WSSG-AM/FM
- WFMC-AM/FM



- WQDR-FM
- WNCT-TV
- WITN-TV
- WRAL-TV
- WTVD-TV
- WNCN-TV
- Goldsboro News Argus
- Mount Olive Tribune

### Actions

Actions carried out by WCESF-15 are grouped into phases of emergency management: Preparedness, response, recovery, and mitigation. Each phase requires specific skills and knowledge, as well as significant cooperation and collaboration between all supporting agencies and intended recipients of service.

- Content of all news releases will be cleared through the County PIO before being released to the media and the public
- News releases disseminated by the County will be provided to the NCEM Eastern Branch Office
- The JIC, should it be necessary to activate, will be located at the WCEOC or at another location designated by the County PIO

### Preparedness Actions

Plans and procedures should be put in place before an emergency event becomes imminent or occurs.

The County PIO will coordinate with OES when it is deemed imminent that a disaster event will occur within the County.

### Response and Recovery Actions

All information coming into the WCEOC will be processed and confirmed by the County PIO.

All information disseminated from the WCEOC will be send via the PIO to the appropriate entities.

### Mitigation Actions

The flow of information will be examined following an emergency event and deficiencies should be noted and steps to correct the deficiencies should be taken before another disaster event occurs.

## **Annex B – Incident and Planning Annexes**

**Note: Incident and Planning Annexes are for Internal Use Only.**

**Prior authorization is required before accessing documents**

WCEM 101 – Emergency Operations Center Standard Operating Procedure  
WCEM 102 – Critical Incident Response Plan  
WCEM 103 – Points of Distribution/Central Receiving and Distribution Point  
WCEM 104 – Mass Fatality Plan  
WCEM 105 – Debris Removal and Debris Disposal Plan  
WCEM 106 – Damage Assessment Plan  
WCEM 107 – Emergency Communications Plan  
WCEM 108 – Joint Information Center Procedures  
WCEM 109 – Hazard Mitigation Plan  
WCEM 110 – National Incident Management System/Incident Command Structure  
WCEM 111 – Logistics Management Support  
WCEM 112 – Hazardous Material Event Plan  
WCEM 115 – Family Center Procedures  
WCEM 116 – Emergency Fuel Distribution Plan  
WCEM 117 – Time Delineated Schedule  
WCEM 118 – Cyber Attack Plan  
WCEM 119 – Isolation and Quarantine Plan  
WCEM 120 – Riverine Flooding Plan  
WCEM 121 – County Employee Quarantine Plan  
WCEM 122 – Employee Safety Procedures  
WCEM 123 – Vital Facilities List  
WCEM 124 – Family Assistance Center Plan  
WCEM 125 – Coastal Region Evacuation and Shelter Plan  
WCEM 126 – Pandemic Protocols  
WCEM 127 – Special Needs Procedure  
WCEM 128 – Terrorism and Weapons of Mass Destruction  
WCEM 129 – Emergency Shelter Plan

# **Annex C – Continuity of Operations Plan (COOP)**

**Note: Continuity of Operations Plans are for Internal Use Only.**

**Prior authorization is required before accessing documents**

Departments with Continuity of Operations Plan:

Animal Services  
Board of County Commissioners  
Board of Elections  
Clerk of Court  
Cooperative Extension  
County Attorney's Office  
County Manager's Office  
Day Reporting Center  
Department of Social Services  
Emergency Medical Services  
Environmental Health  
Facility Services  
Finance Department  
Health Department  
Human Resources  
Information Technology  
Inspections Department  
Library  
Office of Emergency Services  
Planning Department  
Public Affairs  
Register of Deeds  
Services on Aging  
Sheriff's Office  
Soil & Water Conservation  
Tax Office  
Veteran Services  
Wayne Executive Jetport