



CLERMONT
COUNTY OHIO

2015 Clermont County Emergency Operations Plan

Effective September 2015

Promulgation

Preparedness and readiness to respond to the effects of a disaster entails many diverse and interrelated elements which must be woven into an integrated emergency management system involving elements of local government, emergency response organizations, support agencies, and individual citizens.

This Emergency Operations Plan addresses Clermont County's planned response to extraordinary emergency situations associated with natural, technological, and human caused disasters. It addresses the protection of health, welfare, and property of Clermont County residents and visitors. It is intended to facilitate multi-agency and multi-jurisdictional coordination, particularly between local, state, and federal agencies, and establishes a framework for an effective system of comprehensive emergency management.

This Emergency Operations Plan attempts to address the four phases of Emergency Management:

Mitigation: actions that are taken before or after an emergency to eliminate or reduce the long-term risk to human life and property from natural, technological, and human caused hazards.

Preparedness: a continuous cycle of planning, training, resource acquisition, and exercises to ensure effective coordination and the enhancement of capabilities to prevent, protect against, respond to, and recover from disasters.

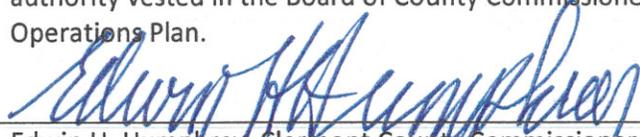
Response: the mobilization of the necessary emergency services to minimize the loss of life and property following a disaster.

Recovery: short and long-term activities which return the affected area/systems to normal or improved standards.

This plan was developed using generally accepted emergency management principles and practices. It was developed pursuant to Chapters 5502 and 3750 of the Ohio Revised Code, and the adoption of Homeland Security Presidential Directive – 5 (HSPD-5).

This plan is a statement of policy regarding emergency management and designates various responsibilities to elected officials; emergency response agencies; non-governmental organizations; private sector partners; and the general public. This plan specifies the roles and responsibilities before, during, and after a disaster situation. In order to execute this plan effectively and mobilize the available resources, all responsible parties must have knowledge of the procedures set forth in this plan and be trained in its use. Responsible agencies are expected to develop Standard Operating Guidelines (SOGs) and emergency response checklists based on the provisions of this plan.

Therefore, in recognition of the countywide emergency management responsibilities and in accordance with the authority vested in the Board of County Commissioners, we hereby promulgate the Clermont County Emergency Operations Plan.



Edwin H. Humphrey, Clermont County Commissioner

9-23-15

Date



Robert L. Proud, Clermont County Commissioner

9-23-15

Date



David H. Uible, Clermont County Commissioner

9-23-15

Date

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I. Executive Summary

Clermont County is vulnerable to a variety of hazards that threaten its residents, businesses, and environment. The Emergency Operations Plan (EOP) establishes the framework to ensure that the county; cities, townships, and villages that are contained within the county; and the cooperating private and non-governmental organizations will be adequately prepared to deal with these hazards. The EOP outlines the roles and responsibilities for all participating agencies and organizations.

Emergency management is carried out in four distinct phases: mitigation, preparedness, response and recovery.

Mitigation: actions that are taken before or after an emergency to eliminate or reduce the long-term risk to human life and property from natural, technological, and human caused hazards.

Preparedness: a continuous cycle of planning, training, resource acquisition, and exercises to ensure effective coordination and the enhancement of capabilities to prevent, protect against, respond to, and recover from disasters.

Response: the mobilization of the necessary emergency services to minimize the loss of life and property following a disaster.

Recovery: short and long-term activities which return the affected area/systems to normal or improved standards.



The EOP addresses these four phases. The plan describes how state and federal resources will be coordinated to supplement county and local resources in response to a disaster. The EOP is divided into three sections: Basic Plan, Emergency Support Function Annexes, and Hazard Specific Annexes. The following is a brief description of the components of the Plan:

Basic Plan – the Basic Plan outlines in general terms how Clermont County will mitigate, prepare for, respond to, and recover from a disaster. The Basic Plan addresses the different hazards that could impact the county, the responsibilities of the various government agencies, method of operations, financial management policies that will be adhered to in an emergency and continuity of government. The Basic Plan also contains a section that addresses recovery issues to ensure a rapid and orderly implementation of rehabilitation and restoration programs for persons and property affected by a disaster.

Emergency Support Function (ESF) Annexes – The emergency support function structure is patterned after the federal system as outlined in the National Response Framework (NRF) and contains, at a minimum, the responsibilities of the primary and support agencies that will respond.

Support Annexes – provide standard operating guidelines on specific response and recovery activities that have not been covered in the ESF Annexes.

Hazard Specific Annexes – although the Plan is comprehensive in scope, there are several hazards that the County is vulnerable to that have special circumstances and situations that are only relevant to that specific hazard.

II. Purpose, Scope, Situation, Assumptions

Section 5502.26 of the Ohio Revised Code requires Clermont County to develop and maintain a countywide Emergency Operations Plan (EOP). The Clermont County EOP is an all-hazards plan that encourages a cooperative, seamless relationship between all of the local, state and federal agencies, boards, and organizations that have an emergency management function.

The EOP establishes a framework through which the county departments; cities, townships and villages; businesses; and non-governmental agencies prevent, protect against, respond to, recover from, and mitigate disasters that affect the health, safety, and property of the residents and visitors of Clermont County.

The Clermont County Emergency Management Agency (EMA) is the central point of coordination within the county for response and recovery to disasters that exceed the capabilities of a single jurisdiction or municipality. Established under Section 5502.26 of the Ohio Revised Code (ORC), the EMA coordinates county-level assistance and resources during an emergency and prepares the county for all hazards through planning, training, exercises and funding activities at the local level. These activities include providing planning assistance and administering state and federal assistance programs to individuals and governmental entities recovering from disaster damage.

The primary focus of EMA when not in a response and recovery mode is to ensure that the county and the 198,217 residents and visitors, are prepared to respond to emergencies and to lead planning and mitigation efforts against the effects of future incidents. The EMA is dedicated to saving lives, minimizing the impact to property, and preserving the environment.

A. Purpose

The purpose of the EOP is to facilitate multi-agency and multi-jurisdictional coordination of emergency preparedness, response and recovery efforts, among local, state and federal agencies. This plan predetermines, to the extent possible, actions to be taken by responsible elements of the County; the cities, townships, and villages that are contained within the County; and of cooperating private and non-governmental organizations.

The intent of this plan is to:

- Reduce the vulnerability of individuals, communities and businesses to loss of life, injury, or damage to property resulting from natural, technological, or human-caused/adversarial disasters;
- Plan and prepare for prompt and efficient response and recovery activities;
- Respond to emergencies using all systems, plans and resources necessary;
- Recover from emergencies by providing for the rapid and orderly implementation of restoration of services, and rehabilitation programs for persons and property affected by emergencies; and
- Restore normal government operations.

B. Scope

The scope of this plan is to address mitigation, preparedness, response, and recovery activities for events that exceed normal emergency response capabilities; are so complex that it requires the coordination of multiple jurisdictions; and/or are expected to last for an extended period of time.

The plan:

- Establishes procedures to manage an emergency from initial monitoring through post-disaster response, recovery, and mitigation.

- Assigns specific functional responsibilities to appropriate local departments and agencies, as well as private sector groups and non-governmental organizations.
- Addresses the various types of natural, technological, and human-caused emergencies that could occur in the County.
- Identifies actions that the County, City, Township and Village departments and agencies will take, in coordination with state and federal counterparts as appropriate, regardless of the magnitude of the disaster.

Agencies and jurisdictions that are identified as having a role are encouraged to develop Standard Operating Guidelines (SOGs) and emergency response checklists based on the responsibilities identified in this plan.

C. Situation Overview

Clermont County encompasses 460 square miles and is located in the southwestern quadrant of Ohio. The County is bordered by Warren County and a portion of Clinton County to the north, Hamilton County to the west, and Brown County on the east. The Ohio River separates the southern edge of the County from Campbell and Pendleton counties in Kentucky.

The County is composed of 2 Cities, 14 Townships, and 11 Villages. Clermont County has 198,217 residents¹, with the highest concentration residing in Miami and Union Townships. The County is a blend of rural and suburban, with higher density and growth along Interstate 275.

1. Hazard Analysis

Due to its location and geological features, Clermont County is vulnerable to the damaging effects of certain hazards that include, but are not limited to:

Natural: flooding, severe storms (summer and winter), tornadoes, derecho, drought, landslide, earthquake, pandemic and epidemic (human/animal);

Technological: hazardous materials release or spill (fixed facility or transportation accident), fire/explosion, building/structural collapse, dam/levee failure, power/utility failure, and transportation accident (rail, truck, aircraft, or barge/boat);

Human-Caused: economic emergency, riot, strike, demonstration, terrorism, sabotage, hostage situation, active shooter, school/workplace violence, and attack (chemical, biological, radiological, nuclear or explosive (CBRNE)).

The County completed a Hazard Analysis in 2014 that outlines the top eleven (11) natural hazards the County faces. These hazards were ranked based on the probability of occurrence (frequency), vulnerability (percentage of population affected), and the severity of impact (injuries, fatalities, property and infrastructure damage). For



¹ Clermont County Comprehensive Plan: County Profile, Clermont County Planning Commission, Adopted April 22, 2014.
Clermont County EOP

additional details on the natural hazard risk refer to the *2014 All-Hazard Mitigation Plan*

(<http://ema.clermontcountyohio.gov/MitigationPlan.aspx>)

2014 Hazard Analysis

1. Flooding	7. Dam/Levee Failure
2. Severe Storms	8. Invasive Species
3. Winter Storms	9. Utility Failure
4. Tornadoes	10. Drought
5. Landslides	11. Earthquakes
6. Hazardous Materials Accident	

The County is home to a wide range of businesses including agricultural, industrial, commercial, and retail establishments. The County has an operational coal power plant, William H. Zimmer Station, and a hospital, Mercy Health Clermont Hospital.

The County has an extensive transportation network including road, rail, river, air, and pipeline. Interstate 275, State Route 28, State Route 32, U.S. Route 50 and U.S. Route 52 are major transportation thoroughfares. Rail lines run on the northern boundary (operated by CSX) and through the center of the County (operated by Norfolk and Southern). Commercial barge and boat traffic travel the Ohio River. The County has a regional airport located in Batavia.

2. Capability Assessment

Law Enforcement

The County is serviced by 16 local law enforcement agencies: The County Sheriff's Office, 2 City Police Departments, 4 Township Departments, 8 Village Departments and 1 University Public Safety Agency. The County has 1 Specialized Weapons and Tactics (SWAT) Team. Certain areas of the County are also serviced by the Ohio State Highway Patrol and Ohio Department of Natural Resources.

Fire and Emergency Medical Services

The County is serviced by 16 Fire departments. Through the Homeland Security Grant Program, our region has focused on the enhancement of the decontamination and mass casualty incident response. The County has:

- Two (2) mass decontamination trailers with the capacity to decon up to 2,400 individuals per hour. Requiring only 4-8 trained responders, these decon assets can be set up and begin decontamination procedures in 20 minutes.
- Two (2) mass casualty incident (MCI) trailers capable of treating 500 patients per trailer.
- Two (2) Air and Light self-contained breathing apparatus cylinder refill assets (1 – Truck and 1 – Trailer) that can be deployed to assist with large incidents where multiple responders may require refills of the Self Contained Breathing Apparatus (SCBAs).
- One (1) command trailer for emergency operations and communications.

Hazardous Materials (HazMat) Response

The County contracts with the Greater Cincinnati HazMat Unit (GCHMU) to provide hazmat response, containment, and mitigation. GCHMU is a Type 1 HazMat Team and has the capability to: recognize, identify, and mitigate known, unknown, radiological, biological, and chemical agents.

Communications

The County has 2 Public Safety Answering Points (PSAP) – Clermont County Department of Public Safety Services (DPSS) and Union Township Communication Center. The City of Loveland has a designated dispatch center (Northeast Communication Center), but is not a PSAP. The County is on the State of Ohio Multi-Agency Radio Communication System (MARCS).

Public Works

The County has 29 Public Works Agencies including the Ohio Department of Transportation, the County Engineer, and City, Village, and Township Road and Service Departments.

Public Health and Medical

The County has 1 public health department (Clermont County Public Health) and 1 hospital (Mercy Health Clermont Hospital).

Emergency Management

The County has 1 Emergency Management Agency (EMA). EMA coordinates the Emergency Operation Center (EOC) to support and coordinate with the first response agencies, the impacted municipalities, external partners, and state and federal officials. The EOC coordinates logistical functions such as: mass care, restoration of infrastructure, damage assessment, debris management, donations management, volunteer management, individual assistance programs and mental health and short-term recovery efforts. WebEOC, a web-based information management system, is used to track tasks and resources and to maintain situational awareness of the incident.

Regional Capabilities

The Southwest Ohio, Southern Indiana and Northern Kentucky (SOSINK) Region has received Homeland Security Grant Program funds to augment response capabilities. The Region has:

- 3 Urban Search and Rescue (USAR) Teams (Hamilton County, Cincinnati Fire Department, Butler County).
- 2 Type I HazMat Teams (Cincinnati Fire Department and Butler County)
- 3 Explosive Ordnance Device (EOD) Units (Hamilton County Sheriff’s Office, Cincinnati Police Department, and Butler County Sheriff’s Office).
- 1 Dive Team (Task Force 1 – covering Butler, Clermont, Hamilton and Warren Counties).
- 1 – 210 bed portable field hospital referred to as the Alternative Care Center (ACC).
- 10 Decontamination Units
- 10 Mass Casualty Incident Units
- 1 Regional Hospital Evacuation Trailer
- Multiple Mobile Command Vehicles including Command 400 operated by the Hamilton County Fire Chiefs Association.

3. Mitigation Overview

Mitigation includes actions that are taken before or after an emergency to eliminate or reduce the long-term risk to human life and property from natural, accidental, and human-caused hazards. The goals of mitigation activities are to protect people and property and to reduce the future cost of response and recovery operations.

The County completed the All-Hazard Mitigation Plan in 2014. This plan is slated to be updated in 2019. Since Ohio is a Home Rule State, most mitigation activities are handled at the municipal level. Below is a breakdown of the county-wide mitigation activities.

Flood	Dam or Levee Failure
<ul style="list-style-type: none"> • Place signage at high water locations. • Public education of high risk areas • Acquisition and flood proofing repetitive loss properties 	<ul style="list-style-type: none"> • Encourage the development of Emergency Action Plans • Public education regarding downstream risks

Severe Storms	Invasive Species
<ul style="list-style-type: none"> Public outreach through social media Identify back-up power options including fuel prioritization Develop a tiered shelter list (temporary safe area, short-term reception site, overnight shelter) 	<ul style="list-style-type: none"> Public outreach on preventing the spread of the invasive species including the Emerald Ash Borer and Asian Longhorned Beetle
Tornadoes	Utility Failure
<ul style="list-style-type: none"> Maintain and replace outdoor warning sirens Identify temporary storm safe areas Develop a multi-layered notification system 	<ul style="list-style-type: none"> Create and maintain a power restoration priority plan Tree trimming along power lines
Landslides	Drought
<ul style="list-style-type: none"> Develop standards/regulations for development in landslide prone areas Create memorandums of understanding between public works agencies 	<ul style="list-style-type: none"> Coordinate with Fire Service for outreach Develop a map of sensitive populations Promote dry hydrants
Hazardous Materials Accidents	
<ul style="list-style-type: none"> Complete a Commodity Flow Study Continue annual LEPC Exercise Public education on disposal of household hazardous materials 	

D. Assumptions

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends.

- The County is in compliance with Ohio Revised Code (ORC) 5502.21-5502.99.
- The County and its political subdivisions have response capabilities including manpower, equipment, and supplies to protect and preserve life, property and the environment.
- A disaster may occur with little or no warning and may escalate rapidly.
- Disasters may differ in magnitude; duration; area impacted; frequency; and may extend beyond county and state boundaries.
- Response to a disaster may require the coordination and cooperation of multiple diverse governmental, private sector and non-profit partners.
- Support from outside the county may take 72 hours or more to arrive.
- There may be competition among citizens for scarce resources.
- The National Incident Management System (NIMS) provides a framework to integrate federal, state, and local government; private sector; and non-governmental organizations assets and resources in an effective manner.
- The Incident Command System (ICS) is the preferred management concept for responding to disasters.
- Organizations tasked in this document are aware of their emergency responsibilities and will fulfill these requirements in a disaster utilizing their capabilities including; staffing, equipment, supplies, and skills, according to their own policies and procedures.
- The County will utilize all local resources before requesting state assistance; this includes public as well as private resources.

III. Concept of Operations

In accordance with Sections 5502.271 of the Ohio Revised Code, the County EMA has been established under the Board of County Commissioners (BCC) to oversee County emergency management activities. It is the responsibility of the County EMA to coordinate the on-going emergency management functions, utilizing all available resources, public and private, to combat the impacts of a disaster. The Director of the County EMA is the designated lead for emergency Clermont County EOP

management activities within the County and will support and coordinate emergency response efforts between departments/agencies during a disaster and maintain overall responsibility for updating, maintaining, and implementing the County EOP. The BCC, County Administrator and the County Sheriff also have authority to activate the EOP during times of disaster.

A. Preparedness

The preparedness phase includes pre-emergency efforts that assure a coordinated response during a disaster. Since it is not possible to mitigate every hazard, preparedness measures strengthen the County's ability to respond to and recover for the potential consequences. This phase involves four primary activities:

- **Planning:** coordination with all players of an emergency management system – local, state and federal agencies, the private sector, nongovernmental agencies, and citizens. Planning allows for dialogue amongst all of the jurisdictions, disciplines, agencies, and departments to influence the course of events by determining in advance the actions, policies and processes that will be followed and ensures that organizations can work collaboratively towards a common goal.
- **Resource Identification and Acquisition:** the identification of equipment gaps/technology shortfalls and the procurement/acquisition of supplies to fill this need. This may include the development of Memorandum of Understandings (MOUs) with neighboring jurisdictions to provide services that cannot be supported by a single jurisdiction.
- **Training:** provides first responders, homeland security officials, emergency management officials, private and non-governmental partners, and other personnel with the knowledge, skills, and abilities needed to perform key tasks required for specific capabilities. Agencies /Organizations assigned responsibilities in the plan should attend and participate in training to understand their role/function in a disaster.
- **Exercises:** assesses and validates the speed, effectiveness and efficiency of capabilities, and tests the adequacy of policies, plans, procedures, and protocols in a risk-free environment. Those agencies/ organizations assigned responsibilities in the plan should participate in exercises to test their capabilities.

B. Response

Response actions may be taken before, during or directly after an emergency to save lives, minimize damage to property, protect the environment, and enhance the effectiveness of recovery. Response begins when an emergency event is imminent or immediately after an event occurs. Good planning, training, and exercising prior to an event can help reduce cascading impacts. Response can be broken down into 3 periods:

Warning – period in which evaluation of all available information indicates a disaster is highly likely or imminent. The EOC may be activated if a valid and verified warning is issued. Tasks common to all emergency response agencies include:

- Evaluate most likely consequences and resource requirements based on the threat
- Coordinate with EMA to disseminate emergency information to the public
- Recall essential personnel and stage resources
- Initiate life saving measures (e.g. evacuation, shelter-in-place, etc.)

Impact - period in which the disaster is occurring. Tasks include:

- Take protective measures to ensure safety of personnel and resources
- Provide damage information to DPSS (Dispatch), EMA or EOC (if activated)
- Initiate response activities

Response – period immediate following the impact when all resources are committed to life safety, property protection, and environment preservation. Tasks include:

- Determine scope of disaster
- Conduct field operations to save lives and protect property. Request mutual aid as necessary
- Conduct preliminary damage assessment
- Send a representative to the EOC to assist with situational assessment and public information
- Analyze resource needs and request additional support
- Initiate short-term recovery activities
- Document all costs associated with the response including personnel, supplies, and equipment

C. Recovery

Recovery begins right after the emergency. Some activities may run concurrent with response efforts.

Short-term activities include:

- Restoring critical infrastructure systems to minimum operating standards.
- Conduct a detailed damage assessment
- Analyze long-term restoration/recovery options
- Document and report emergency expenses to support request for financial assistance
- Disseminate information on federal and state assistance programs (if available)
- Demobilize the EOC and emergency responders.

Long-term recovery can sometimes take years. Long-term recovery activities include:

- Restoring economic activity in the impacted communities
- Repairing and building community facilities and housing
- Establishing a Long Term Recovery Committee to address unmet needs of survivors

D. Inter-jurisdictional Relationships

The Chief Executive Officer of each jurisdiction is responsible for protecting lives and property in an emergency or disaster situation. The Incident Command function rests with the local jurisdiction.

1. Local Coordination

- If the incident impacts only one jurisdiction, emergency operations will take place under that jurisdiction's direction and control.
- If the incident impacts two or more jurisdictions, emergency operations will take place under each jurisdiction's direction and control.
- Under NIMS, EMA and/or the EOC serve to support the local Incident Command and coordinate resources. Resource requests should be processed through the EMA/EOC to ensure that limited resources are utilized in the most efficient manner. Additional resources may be requested from the following sources: the County, regional partners, faith-based and non-profit organizations, and private sectors.
- Mutual Aid Agreements are in place for police, fire and emergency medical service providers in the County. County response partners may support the Incident Command, EMA and/or EOC by augmenting manpower, equipment and resources for the impacted jurisdictions.

- The Chief Executive Officers of affected jurisdictions (i.e., villages, cities, townships and county) may exercise all necessary local emergency authority for response by issuing an Emergency Proclamation, also referred to as an Emergency/Disaster Declaration. (See Tab 1 in the Basic Plan).
- The Emergency Proclamation should be submitted to the EMA or the EOC. In times of severe snowstorms or civil unrest, the County Sheriff is authorized by ORC to make county-wide emergency declarations.
- If county resources become exhausted, the EMA Director or his/her designee will draft a county-wide disaster declaration that will be submitted for authorization to the BCC. Two of the Commissioners must authorize the declaration.

2. Intrastate Mutual Aid Compact (IMAC)

Pursuant to Ohio Revised Code, Title LV, Chapter 5502, and Section 5502.41, the BCC and the Chief Executives of all political subdivisions are a party to the IMAC. IMAC is mutual aid agreement through which all political subdivisions can request and receive assistance from any other political subdivisions in the state; resolving many of the administrative and legal issues in advance of an incident.

3. State and Federal Coordination

- The County EMA is responsible to notify Ohio EMA of the incident.
- The County EMA is responsible for collecting and submitting the County and political subdivision emergency proclamations/disaster declarations to Ohio EMA.
- If the incident exceeds local capabilities, Ohio EMA will evaluate the situation and make a recommendation to the Governor. The Governor will make the determination to issue a State Emergency Declaration which authorizes State agencies to assist.
- The Governor may also forward a request for a Presidential Declaration of Emergency that provides for the use of federal funds to support the response and recovery effort. The request for Presidential Declaration is submitted to FEMA Region V and then on to the President of the United States.
- If a Presidential Declaration is authorized, then reimbursement of associated disaster activity expenses may be available through FEMA. Procedures for applying for Federal disaster assistance funds will be in accordance with prescribed State and Federal disaster assistance protocols and procedures.

IV. Organization and Assignment of Responsibilities

The following provides a brief overview of the Emergency Management System:

A. Board of County Commissioners (BCC)

The primary responsibilities of the BCC are to:

- Select the Emergency Management Agency Director,
- Approve the basic EOP,
- Establish standard policy for county emergency operation,
- Provide coordination of planning and emergency operations during a declared emergency.

B. EMA Director

The Clermont County EMA Director or designee, in coordination with the BCC, has established a program for emergency management that is in accordance with ORC Chapter 5502. The EMA Director or designee, in coordination with executives in affected jurisdictions, is responsible for implementing the EOP.

The County uses National Incident Management System (NIMS) and Incident Command System (ICS) structure to coordinate emergency resources from the EOC and support all responders and agencies.

The primary responsibility of EMA is to:

- Maintain EOP and Annexes.
- Coordinate information between local, state, and federal agencies.
- Establish an information management system using WebEOC and other tools.
- Identify/locate resources and maintain emergency resource database.
- Coordinate with private sector, non-profit and faith-based organizations for disaster relief resources.
- Coordinate public information and education.
- Coordinate damage assessment teams.
- Assist citizens, businesses, and governments through the assistance process.
- Provide training programs for the emergency management organization.
- Coordinate exercises of the emergency management system.
- Coordinate long-term recovery.

C. Local Assignment of Responsibilities

The following represents basic responsibilities. Law mandates some duties, while others are developed by departments and agencies to support continuity in emergency response efforts. Responsibilities listed are not all inclusive, but should cover most major emergency operations.

1. Emergency response agencies and organizations

- Prepare, maintain and implement internal department emergency operations procedures.
- Maintain updated lines of succession.
- Provide for the protection of department personnel.
- Maintain an accurate roster for mobilizing department personnel.
- Maintain an accurate inventory and sources of supply for required equipment and supplies.
- Develop mutual aid agreements.
- Familiarize all personnel with emergency responsibilities regularly.
- Participate in emergency training programs and exercises.
- Develop internal procedures to record disaster response expenditures.
- Safeguard vital records.
- Participate in incident debriefings.

2. American Red Cross

- Identify and operate appropriate shelter facilities.
- Arrange for mass feeding and other appropriate support; Provide mobile canteen feeding service to emergency services workers during events expected to last in excess of three hours.
- Handle welfare inquiries from anxious relatives outside the disaster area.

3. Clermont Transportation Connection

- Provide mass transit vehicles and drivers for emergency evacuation.

4. Coroner

- Establish a temporary morgue in mass fatality incidents.
- Determine when the deceased are removed from the scene.
- Identify the deceased and determine the cause of death.
- Reporting casualty information to the EOC.

5. Dispatch Centers / Public Services Answering Points (PSAP)

- Coordinate communications with the field during emergencies.
- Dispatch and track resources.
- Maintain 911 functions.
- Assist with call overload if one PSAP becomes overwhelmed.
- Notify senior officials of emergency through the paging system.
- Provide public alert and warning functions.

6. Elected and Senior Officials

- Implement direction, coordination, and policy-making functions as necessary to provide for optimum protection of public health and safety during a declared state of emergency.
- Approve response plans and emergency accounting procedures.
- Direct and coordinate response that overlaps departmental lines.
- Provide representatives to the EOC.
- Oversee public information regarding the disaster\emergency condition and recovery operation.
- Authorize special purchasing due to emergency conditions.
- Authorize the release of emergency public information statements.

7. Emergency Medical Services (EMS)

EMS provides the on-scene medical support and coordinates pre-hospital functions. The local fire departments have primary responsibility for EMS.

- Responding to emergency scene with personnel and equipment.
- Triage, treatment, transportation and tracking of the injured.
- Establishing and maintaining field communications and coordination with other emergency response departments and local hospitals.
- Assisting with the evacuation of non-ambulatory victims, and those who require special medical attention.

8. Fire Service Agencies

- Fire suppression.
- Emergency medical services.
- Fire code enforcement.
- Heavy rescue operations.
- Hazardous material incident response.
- Search and rescue operations.
- Evacuation recommendations, notifying evacuation authorities, and assisting in dissemination of evacuation notification, in conjunction with local law enforcement.

9. Finance, Budget, and Purchasing (All jurisdictions)

- Maintain records of financial transactions, personnel hours and purchases that deviate from normal procedures during a disaster.
- Establish and maintain a separate account of expenditures for the disaster.
- Assist in EOC with resource management.
- Develop procedures for the procurement and delivery of essential resources and supplies during emergencies.

10. Hazardous Materials Response

- Hazardous material incident response.
- Chemical, Biological, Nuclear, Radiological and Explosive detection and monitoring.
- Evacuation recommendations, notifying evacuation authorities, and assisting in dissemination of evacuation notification.
- Decontamination of civilians, responders, and equipment.
- Coordinate hazardous material clean-up.

11. Hospitals

- Provide medical guidance to EMS units and field triage teams for the treatment and handling of the injured.
- Make available, upon request, qualified medical personnel, supplies and equipment.
- Provide emergency treatment and hospital care for disaster survivors.
- Request activation of the Disaster Net Radio when individual hospital resources are overwhelmed.

The Health Collaborative

Formerly Greater Cincinnati Health Council, The Health Collaborative is the central entity for coordinating and sharing information amongst the SOSINK regional hospitals. The Health Collaborative oversees the DisasterNet communication system to track hospital capability to include: emergency department capacity, bed availability and decontamination capabilities. OHTrac (Patient tracking system) is also available to assist with patient reunification. The Healthcare Collaborative may provide a liaison to the EOC depending on the circumstances.

12. Human Services

This includes both public and private human service organizations.

- Assist in the provision of food, shelter, food assistance benefits, and financial services to those left homeless due to a disaster.
- Identify special needs populations.
- Refer disaster survivors to the LTRC or appropriate social service agency for needed assistance.

13. Law Enforcement

- Maintain law and order.
- Crowd, traffic and restricted area control.
- Coordinate evacuations.
- Identify local emergency evacuation routes from high hazard areas.
- Security measures, including protection of vital facilities.
- Provide security for the EOC as needed.

- Assist in notification and warning of the general public.
- Assist with initial impact assessment.
- Coordinate security for the damaged areas, vital facilities, equipment, staging areas, and shelter operations.

14. Legal

This includes the County Prosecutor's Office and the Jurisdictional Attorneys.

- Provide legal services to BCC and responders for problems related to disaster and recovery operations.
- Interpret emergency laws and regulations.

15. Long Term Recovery Committee (LTRC)

- Counsel disaster survivors on the availability of resources for long-term recovery assistance.
- Coordinate the long term donations and volunteer management to support the communities' recovery.
- Provide mental health and family assistance during disasters.

16. Public Health

- Identify health hazards.
- Provide emergency public health and public information.
- Assess health hazards from damage to water distribution and sewage collection systems.
- Conduct food and water inspection.
- Conduct sanitation and vector inspections of shelters.
- Provide environmental health regulation enforcement.
- Control of communicable diseases.
- Provide mass vaccination and mass prophylaxis dispensing.
- Establish quarantines and social distancing recommendations.
- Coordinate assistance from other jurisdictions, Ohio Department of Health, and other public and private response agencies.
- Coordinate environmental health activities for waste disposal, refuse, food, water control and sanitation.
- Coordinate insect and rodent control.
- Conduct epidemiological studies.
- Maintain vital statistics records.
- Support Chemical, Biological, Nuclear and Radiological response.

17. Public Works

- Coordinate restoration of public facilities, roads and bridges.
- Debris and snow clearance on roads and streets.
- Provide equipment, supplies, and personnel as needed.
- Support traffic control measures providing signage, detours and barricades.
- Safety inspections of roads and bridges.

18. School Districts

- Provide shelter facilities per agreements with the American Red Cross.
- Provide access to school district resources when appropriate and available.
- Coordinate evacuation and transportation operations for students during emergency situations.
- Coordinate the reunification of students with parents and appropriate family members.

19. Utilities

This includes public and private utilities

- Priority restoration of service to vital facilities.
- Provision of emergency power as required.
- Damage assessment and estimation of recovery times.
- Provision of emergency generators or other equipment as necessary and available.
- Coordination with other providers to restore service to impacted communities.

D. State Assignment of Responsibilities

State agencies with mandated responsibilities for emergency response will follow their established plans and procedures in support of the local jurisdiction. Some of the state agencies with resources to support local responders are:

1. Ohio Department of Health (ODH)

The ODH's primary response functions are: to prevent significant exposures to chemical or other toxic agents and disease, provide health services to the public, coordinate epidemiology and surveillance, perform laboratory testing, and coordinate follow-up. An ODH Field Coordinator may report to the EOC to coordinate field activities and information. ODH personnel respond to the field and work with local health department personnel to perform monitoring and provide health services.

2. Ohio Department of Natural Resources (ODNR)

ODNR's primary response function is to protect the natural resources of the State including the forests, lakes, soils, wildlife, minerals, and water resources. This protection involves providing personnel and equipment for the emergency response, as needed. ODNR personnel respond to the off-site incident command post and perform assessment and provide information and resources, including providing land and facilities for use as mass care shelters and mobile home sites during an incident.

3. Ohio Department of Transportation (ODOT)

ODOT's primary response function is to provide support in the form of information, equipment, and area control related to highways, bridges, and aviation and mass transportation facilities. ODOT personnel respond to the off-site incident command post and provide traffic assistance and information.

4. Ohio Emergency Management Agency (OEMA)

The Ohio EMA coordinates the activities of all state agencies for an emergency response within the state. As more becomes known about the incident the state EOC will be opened and emergency contact established with the affected jurisdiction. The state EOC will be opened to serve as a central communications and information site. Emergency Management Specialists may report to the county EOC to coordinate field activities and information. Federal resources will be requested through the OEMA.

5. Ohio Environmental Protection Agency (OEPA)

The Ohio EPA's primary response function is to work to abate water, land and air pollution, protect and ensure safe water supplies and manage the disposal of solid and hazardous wastes or recovery of recyclable substances. OEPA officials respond to an incident if needed to monitor and sample air, soil, and water. OEPA can assist with decontamination procedures, evidence collection, and advise and assist clean-up contractors.

6. Ohio National Guard

The Ohio National Guard, coordinated by the Adjutant General of Ohio, provides military support to civil authorities to protect life and property and preserve peace and order in times of emergency, at the direction of the Governor of Ohio.

7. Ohio State Fire Marshal

The State Fire Marshall's primary response function is to assist in area control, incident description, and communications at the off-site incident command post. If the incident is not fire related State Fire Marshall personnel will support other State agencies.

8. Ohio State Highway Patrol (OSHP)

The OSHP's primary response function is to provide support to other State and local law enforcement agencies. Generally, this support consists of traffic control and information gathering and dissemination. An OSHP Post Commander or designee may report to the EOC to coordinate field activities and information. OSHP personnel respond to the off-site incident command post and provide area control.

9. Public Utilities Commission of Ohio (PUCO)

PUCO can provide information relating to the status of regulated public utility services in an area affected by an incident. PUCO personnel can serve as the State liaison with appropriate Federal agencies (U.S. DOT, NTSB, Federal Railroad Administration, CHEMTREC). PUCO will liaison with other State agencies to provide for communications and assist, if possible, in the dispatch/transfer of strategic supplies into an incident area.

E. Federal Response

The Federal Emergency Management Agency (FEMA) provides Federal support services for emergency activities. In partnership with State and local governments, FEMA supports management efforts by providing national program policy and guidance, as well as technical and financial assistance. It is FEMA's responsibility to coordinate the response of other Federal agencies which administer their own emergency programs. Requests from FEMA must be approved by the President of the United States before FEMA can provide assistance. Requests for Federal assistance must be channeled through the Ohio EMA.

V. Direction, Control, and Coordination

All emergencies begin and end locally. It is only after a jurisdiction identifies that the event will exceed their capacity that mutual aid resources are requested. Once local emergency response resources are exhausted or if the county does not possess the needed capability to address the incident, then state and federal resources can be requested.

NIMS establishes a clear progression of coordination and communication from the local, regional, state, and national level. Local first response agencies, using the Incident Command System (ICS), are responsible for directing on-scene emergency management and maintaining command and control of on-scene incident operations. The EOC will provide a central location for operational information sharing and resource coordination in support of on-scene efforts. The EOC will aid in establishing priorities among the incidents and associated resource allocations, resolving conflicts, and providing strategic guidance to support incident management activities. In accordance with NIMS, emergency response resource and policy issues are addressed at the lowest organizational level.

A. Incident Command

The impacted jurisdiction will establish an Incident Command System (ICS) or a Unified Command System (UCS) structure to address the tactical response operations. The Incident Commander or designee will coordinate with the DPSS, EMA, and/or the EOC for additional support and resources.

B. Emergency Operation Center (EOC)

The EOC is a permanent facility located at 2279 Clermont Center Drive, Batavia, Ohio 45103. The 24 hour emergency number for the EOC is (513) 732-7661. Emergency Support Function (ESF) 5 – describes the EOC facilities, staffing, standard operating guidelines, and job aids. The EOC capabilities include:

- The EOC, Executive Conference Room, and the Annex.
- 27 work stations in the EOC for local agencies and EOC staff.

- Emergency backup power and an uninterrupted power supply.
- Digital phone lines, 1 audio conference line, wired network access, and wireless internet access.
- Access to County WebEOC system, SOSINK WebEOC System and the State WebEOC System.

C. Emergency Activation Levels

Emergencies that occur in the County may require the activation of the EOP and EOC, or may require monitoring by emergency management personnel. The Incident Commander or Unified Command will make a recommendation on the level of activation based on population at risk, resource availability, anticipated length of operations, property threatened, and long-term consequences, etc.

1. Level 1: Monitoring

The incident is not likely to exceed the capabilities of local jurisdiction, but may require notifications, unique resources, or coordination of specific activities to support the response. A Level 1 emergency will not normally require the activation of the EOP or EOC. EMA will coordinate with response organizations to assess the situation and determine if additional resources are needed.

2. Level 2: Partial Activation

The incident impacts multiple jurisdictions, requires the response of more than one jurisdiction, or is beyond the scope of available local resources. An emergency declaration may be made by the chief elected official of the affected jurisdiction in order to access state resources and enact emergency authorities.

Level 2 emergencies may require a partial activation of the EOP and EOC. The decision to activate the EOC or transfer operations to an alternate EOC is to be made by the BCC. Per Resolution #182-01, in their absence the County Administrator can make the decision.

3. Level 3: Full Activation

The incident impacts a sizable portion of the County's population and requires a coordinated response of all emergency resources. Level 3 emergencies require implementation of EOP, activation of the County EOC and may require a County Emergency Declaration to access State and Federal resources.

D. Incident Command – Emergency Operation Center Interface

The EOC's role is to support Incident Command. Information will be shared between Incident Command and the EOC in order to maximize limited resources and reduce duplication. Public Information releases, requests for State and Federal Support, and emergency declarations will be coordinated with the EOC, BCC, local elected officials, EMA and the Incident Commander/Unified Command.

Requests for State and federal assistance should be made through the County EOC. The County EOC will coordinate all requests through the Ohio EMA.

Phone: 614.889.7150; E-mail: eocassmt@dps.state.oh.us; or the State WebEOC System.

E. Continuity of Government

Each County Agency/Department and City, Township, and Village is responsible for:

- Designating lines of succession
- Delegating authorities for the succession of key personnel

- Making provisions for the preservation of records
- Developing procedures for the relocation of essential services/functions
- Developing a procedure to deploy essential personnel, equipment, and supplies in order to maintain essential services/functions with minimal interruption

F. Emergency Support Functions (ESFs)

The EOP is broken down into Emergency Support Function (ESFs) Annexes. Each ESF has one-or-more primary agencies and support agencies. The Primary Agency(s) provides the overall coordination of the functional activities. The County has an EOC Team, comprised of the appropriate agency or discipline who represent the designated ESF that will respond to the EOC during an activation. See the description of the ESF functions and the designated primary and support agencies in Table 1.

ESF-1: Transportation

Addresses emergency-related transportation issues including:

- Assessing damage to, restoring, and maintaining land, air and water transportation routes;
- Transportation of personnel, materials, goods, and services to emergency sites; and
- Supporting evacuation and re-entry operations for threatened areas.

ESF-2: Communications and Information Technology

Ensures the provision of communication to support local, county, state and federal communications efforts.

ESF-3: Engineering and Public Works

Addresses most engineering concerns that are not related to transportation systems including:

- Damage inspection and assessment;
- Demolition and stabilization;
- Emergency repairs;
- Temporary and permanent construction; and
- Debris management.

ESF-4: Fire and Rescue

Addresses fire suppression in rural, urban, and wildland settings that result from naturally-occurring, technological or man-made emergency incidents. Local jurisdictions have the responsibility of providing basic fire service protection.

ESF-5: Information and Planning

Addresses the collection, processing, and analysis of information to assess and support response and recovery activities. It supports the identification of overall priorities for emergency activities by conducting, planning, research, and development of briefing materials as directed by the EOC Director.

ESF-6: Mass Care

Addresses, coordinates and reports on the emergency mass care activities of organizations responsible for sheltering, feeding, counseling, first aid, and related social services and welfare activities required to assist disaster survivors.

ESF-7: Resource Management and Logistics Management

Provides logistical and resource support to state and local entities involved in emergency response and recovery including: locating, procuring, and issuing resources, equipment, supplies, and services.

ESF-8: Public Health and Medical Services

Addresses public health and medical services concerns during emergency events or incidents;

Public health concerns can include:

- Assessment and surveillance of physical and mental health needs of the affected communities;
- Provision of health related services and supplies;
- Identification of areas where health problems could occur;
- Assistance in assessing potable water and wastewater/solid waste disposal issues and coordination/equipment;
- Testing of products for public consumption; and
- Environmental testing.

Medical services concerns can include:

- Logistical support for health personnel in the field;
- Supply and restocking of health-related equipment and supplies;
- Testing and/or disposal of food, medicine and related products affected by the disaster;
- Assessment of medical needs of the affected communities and coordination with EMS;
- Provision of medical-related services and supplies that support the affected communities; and
- Assistance and support for mass fatality and triage sites.

ESF-9: Search and Rescue

Provides for the guidance and organization of agencies that may be employed to locate, recover, and extricate survivors who become lost or entrapped as the result of a major disaster or life-threatening emergency.

ESF-10: Hazardous Materials

Provides for a coordinated response to actual or potential oil and hazardous materials incidents. "Hazardous materials" is a general term intended to mean hazardous substances, pollutants, and contaminants. Hazardous materials include chemical, biological, and radiological substances, whether accidentally or intentionally released.

ESF-11: Food and Agriculture

Addresses concerns regarding agriculture functions during natural disasters. These concerns could include:

- Assessment and surveillance of agriculture needs of affected areas;
- Provision of agriculture related services and supplies;
- Testing of products for public consumption;
- Identification of food assistance needs;
- Identification and application of appropriate agriculture assistance programs; and
- Obtaining and delivering emergency food supplies.

ESF-12: Energy

Coordinates with energy utilities and related governmental organizations to provide information for assessment, response and recovery operations related to fuel shortages, power outages, and capacity shortages.

ESF-13: Law Enforcement

Response and recovery activities can include the following:

- Maintaining law and order within legal authority;
- Assisting with the dissemination of alerts, warnings and notifications;

- Coordination of law enforcement activities;
- Staffing roadblocks, traffic control points and other sites;
- Providing evacuation/relocation support;
- Providing communications to support agencies;
- Supporting the relocation and temporary detention of persons confined to institutions; and
- Maintaining and protecting logs, records, digests and reports essential to government and emergency operations.

ESF-14: Long Term Recovery

Supports the restoration of communities damaged by disasters. Recovery efforts includes coordination with state field personnel and FEMA for damage assessment and information gathering in order to develop disaster-specific recovery plans and to direct interaction with state and local officials for recovery efforts.

ESF-15 –Emergency Public Information

Ensures accurate, coordinated, and timely information is communicated to affected populations, governments, legislators and the media.

Table 1: Designation of ESF Primary and Support Agencies

Agency	Emergency Support Function														
	#1 – Transportation	#2 – Communications	#3 - Engineering	#4 - Fire & Rescue	#5 – Information & Planning	#6 - Mass Care	#7- Resource Management	#8 - Public Health and Medical	#9 – Search and Rescue	#10 – Hazardous Materials	#11 – Food & Agriculture	#12 – Energy	#13 – Law Enforcement	#14 – Recovery	#15 – Emergency Public Information
P = Primary S = Support															
County Departments															
Administration					S	S	S							S	S
Building Department			P	S	S	S									S
Coroner								P	S					S	
CTC	S														
Development Disabilities	S					S		S						P	S
DJFS	S					S								S	S
DPSS	S	P	S	S	S		S	S	S	S		S	S		S
EMA	S	S	S	S	P	S	P	S	S	S		S	S	P	S
Engineer	P	S	P	S	S									S	
Facilities	S		S				S					S		S	
OEQ – Solid Waste District	S		S							S					
OPI					S										P
Mental Health & Recovery Board						S		S						S	
Park District			S								S				
Public Health	S		S		S	S		P		S	P	S			S
Sheriff's Office	P	S			S		S						P		S
Soil & Water Conservation District	S		S							S	S				
Water Resources	S		P					S		S	S	S			S
Cities, Townships & Villages															
Communications Centers	S	P	S	S			S		S	S			S		S
Elected Officials	S	S	S	S	S	S	P	S	S	S	S	S	S	S	P
Local Fire Departments	S	S		P	S	S	S	P	P	S		P		P	S
Local Police Departments	P	S			S	S	S		S			S	P	S	S
Local Service/Road Depts.	P		P	S						S		S		S	
Faith-based & Non-profit Organizations															
American Red Cross	S					P	S	S						S	S
GCHMU				S						P				S	
LTRC														P	
Tri-State CART	S					S								S	
Other															
Hospitals		S						P							
Schools	S					S	S							S	
Utilities	S		S	S						S		P		S	

VI. Information Collection and Dissemination

The County is part of the Greater Cincinnati Fusion Center (Fusion Center). The Fusion Center is part of the National Fusion Center Network and is connected to the State Analysis and Information Center (SAIC) and the Federal Bureau of Investigation (FBI) Joint Terrorism Task Force (JTTF). The Fusion Center collects, analyzes and disseminates threat information through the established Terrorism Liaison Officer (TLO) Program and the web-based secure portal. The County has designated Law Enforcement and Fire TLOs. If a specific terrorism threat is identified, the Greater Cincinnati Fusion Center can send a representative to the EOC to provide support to ESF 13 – Law Enforcement.

For incident specific intelligence, the **Greater Cincinnati Fusion Center can be reached at: (513) 263-8200.**

The National Weather Service (NWS) – Wilmington Office is part of the emergency management system and the Meteorologists are available to provide real-time weather briefings and river forecast projections 24 hours a day.

NWS Wilmington Office

Phone: 937.383.0428 Fax: 937.383.0033

Website: <http://www.weather.gov/iln/>

Facebook: <https://www.facebook.com/US.NationalWeatherService.WilmingtonOH.gov>

Twitter: <https://twitter.com/NWSILN>

VII. Communications

The County has 2 PSAPs (Clermont County Department of Public Safety Services (DPSS) and Union Township Communication Center). The City of Loveland has a designated dispatch center (Northeast Communication Center), but is not a PSAP.

The County is on the statewide Multi-Agency Radio Communication System (MARCS). The County has 9 radio towers including 1 tower in Northern Kentucky. All of the law enforcement and fire agencies utilize Mobile Data Computers (MDCs) with the exception of Union Township. The County has a paging capability through the 3 Communication Centers (alpha and minter (tones)). In a large scale event, the County will utilize MARCS, the paging system, cell phones, landlines, e-mail, 2-way radios, amateur radio operators, and WebEOC to share information.

VIII. Administration, Finance, and Logistics

The documentation of events during an emergency plays an important part in carrying out the EOP and an equally important part in providing detailed information in the aftermath of an emergency. During an emergency, local governments shall:

- Determine which normal administrative procedures shall be suspended, relaxed or made optional in order to prevent unnecessary impediments to response and recovery activities. Departures from normal operations should be stated in the Emergency Declaration.
- Include provisions for documenting all disaster related expenditures using accepted accounting procedures.
- Response agencies shall ensure that personnel, property, equipment, supplies and vehicles are accounted for and protected.
- When local resources have been exhausted, requests for assistance will be submitted to the EOC.

A. Documentation

The need for documentation of information falls into several categories, including:

- Cost recovery – documentation of cost for reimbursement by the State and Federal governments.
- Requests for aid – rapid collection of losses to meet criteria for state and federal assistance.

- Budget control – to ensure proper charging of accounts, compliance with statutory budget restrictions and receipt of emergency revenues.
- Legal protection – documentation of expenditures and use of emergency powers are in compliance with the statutes.
- Operational efficiency – use of standardized emergency messages to ensure rapid communication, assimilation of facts, and implementation of solutions.
- Critique – post-emergency evaluation of performance and revision of emergency plans.
- Training – record of emergency to use in training programs.

The local jurisdictions within the County do not share a common record keeping system for day to day operations. Departments and agencies are encouraged to be as complete and detailed as possible in their record keeping and to use standard ICS forms during an emergency response. ICS forms can be found in WebEOC and in the EOC.

B. Finance

All disasters are local and should be funded initially by the local jurisdiction. If the event exceeds the resources of the local jurisdiction, an emergency declaration will be made and request for assistance from surrounding jurisdictions and the state will be processed.

- A major disaster may require the expenditure of large sums of State and local funds. Financial operations may be carried out under compressed schedules and intense political pressures requiring expeditious actions that meet sound financial management and accountability requirements.
- Departments conducting emergency support activities will be responsible for establishing and maintaining financial support and accountability during emergency operations. Each department is responsible for maintaining appropriate documentation to support requests for reimbursement, for submitting bills in a timely fashion, and for closing out assignments.
- Care must be taken throughout the course of the emergency to maintain logs, records, receipts, invoices, purchase orders, rental agreements, etc. These documents will be necessary to support claims, purchases, reimbursements, and disbursements. Record keeping is necessary to facilitate closeouts and to support post recovery audits.

C. Logistics

The EOC, in coordination with the local jurisdictions will facilitate logistical support for emergency operations (i.e., provide supplies and equipment). All response agencies should implement established resource controls and determine resource availability; this would include source and quantity of available resources. Further, response agencies shall keep the EOC advised of any anticipated shortfalls in required resources needed to support a given emergency or disaster operations.

ESF-7 Staff, in coordination with the Communication Centers, should develop and maintain a current database of locally available resources and their locations. The database should include all public and available private equipment, and personnel with special technical skills, pertinent to the anticipated needs of the local jurisdiction.

D. After-Action Report (AAR)

It is important for local governments to train emergency operations staff through in-house training sessions, exercises and actual response. If warranted, EMA staff may conduct refresher training on an appropriate subject matter during periods of increased readiness status.

Following an exercise or emergency activation of the EOC, EMA will facilitate an after-action review. EMA's roles and responsibilities include, but are not limited to:

- Establishing, maintaining and revising After-Action Reports.
- Facilitating the collection of feedback from all agencies and individuals involved in incidents or exercise, including the utilization of meetings and surveys.
- Proposing, assigning, and tracking the progress of corrective actions.
- Disseminating the results of corrective actions and lessons learned.

The feedback contributes to the creation of a Corrective Action Plan (CAP). The CAP addresses the issues raised by local agencies and provides recommended improvements. Corrective actions are assigned to the appropriate agencies for follow-up. The After Action may prompt an update to the EOP.

IX. Plan Development and Maintenance

EMA has the responsibility to work with local jurisdictions, non-governmental organizations, and the state to update, revise and maintain the EOP Emergency Support Functions (ESFs) and Support Annexes. EMA works initially with Primary Agencies and then with support Agencies to review agency's assigned roles, responsibilities, and relationships between ESFs and Annexes.

A. Coordination and Approval

When all Primary and Support Agencies have reviewed and commented on a plan segment and have made recommendations for changes, the EMA will coordinate a round table discussion to reach agreement on agency roles, responsibilities, and the segment's purpose, mission, scope and concept of operations. When all involved agencies have provided input to the update process and a final document has been agreed upon, the Plan will be submitted to the BCC for approval.

It is the responsibility of each City, Township and Village to integrate changes into their existing plans and procedures.

B. Record of Change

When a change is made to an EOP element, an entry will be made into the EOP Record of Change page that identifies the change made. The Notice of Change process is managed by EMA.

C. Promulgation

The EOP Base Plan is promulgated by the BCC every four years. On an annual basis EMA will:

- Review the existing version of the EOP and update based on changes in policy, resources, and capabilities.
- Replace EOP elements with versions that have been updated since the last promulgation.
- Determine other changes, other than full-scale updates, that need to be made to the Plan elements.
- Engage the primary and support agencies in the promulgation process as needed.
- Update Acronyms and Glossary to include terms and acronyms.
- Distribute the updated Plan elements to local stakeholders.

D. Distribution

The EOP will be filed and distributed as follows:

- Notification of the Promulgation of the EOP will be transmitted to the Cities, Townships, and Villages, emergency response agencies and non-governmental organizations that are listed as either a Primary or Support Agency in the Plan.
- The EOP Base Plan will be placed on the County EMA website. <http://ema.clermontcountyohio.gov/>
- The EOP and all of the Annexes will be stored on the County WebEOC System.
- Hard copies of the EOP will be in the EMA office and the EOC.

X. Authorities and References

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

A. Federal

- Public Law 93-288, as amended, 42 U.S.C. 5121, et seq., the Robert T. Stafford Disaster Relief and Emergency Assistance Act, which provides authority for response and recovery assistance under the National Response Framework, which empowers the President to direct any federal agency to utilize its authorities and resources in support of State and local assistance efforts.
- Public Law 106-390, Disaster Mitigation Act of 2000, to amend the Robert T. Stafford Disaster Relief and Emergency Assistance Act to authorize a program for pre-disaster mitigation, to streamline the administration of disaster relief, to control the Federal costs of disaster assistance, and for other purposes.
- Public Law 99-499, Superfund Amendments and Re-authorization Act of 1986, Part III, the Emergency Planning and Community Right-to-Know Act of 1986, 42 U.S.C. 11001, et seq., which governs hazardous materials planning and community right-to-know.
- Public Law 101-615, Hazardous Materials Transportation Uniform Safety Act, which provides funding to improve capability to respond to hazardous materials incidents.
- Public Law 95-510, 42 U.S.C. 9601, et seq., the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), as amended, which require facilities to notify authorities of accidental releases of hazardous materials.
- Public Law 101-549, Clean Air Act Amendments of 1990, which provide for reductions in hazardous air pollutants and risk management planning requirements.
- Public Law 84-99, U.S.C. 701n, Flood Emergencies, authorizing an emergency fund for flood emergency preparation, flood fighting and rescue operations, and repair and restoration of flood control works threatened or destroyed by flood.
- Public Law 91-671, Food Stamp act of 1964, in conjunction with Section 412 of the Stafford Act, relating to food stamp distributions after a major disaster.
- Public Law 89-665, 16 U.S.C. 470, et seq., National Historic Preservation Act, relating to the preservation of historic resources damaged as a result of disasters.
- Stewart B. McKinney Homeless Assistance Act, 42 U.S.C. 11331-11352, Federal Emergency Management Food and Shelter Program.
- National Flood Insurance Act of 1968, 42 U.S.C. 4101, et seq., as amended by the National Flood Insurance Reform Act of 1994 (Title V of Public Law 103-325).
- 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards
- 44 CFR Parts 59-76, National Flood Insurance Program and related programs.
- 44 CFR Part 13 (The Common Rule), Uniform Administrative Requirements for Grants and Cooperative Agreements.
- 44 CFR Part 206, Federal Disaster Assistance for Disasters Declared after November 23, 1988.

- 44 CFR Part 10, Environmental Considerations.
- Executive Order 11988, Flood Plain Management.
- Executive Order 12656, Assignment of Emergency Preparedness Responsibilities.
- Homeland Security Presidential Directive 5, Management of Domestic Incidents.
- Homeland Security Presidential Directive 8, National Preparedness.
- *National Response Framework*, May 2013
- *National Incident Management System (NIMS)*, Department of Homeland Security, December 2008.
- *Developing and Maintaining State, Territorial, Tribal and Local Governments Emergency Operations Plans: Comprehensive Preparedness Guide (CPG) 101 v. 2.0*, FEMA, November 2010..
- National Fire Protection Association, NFPA 1600: Standard on Disaster/Emergency Management and Business Continuity Programs, 2013.

B. State

- *Ohio Constitution*; Article II, Section 42 – Power of the Governor to act for the citizens in the event of attack or other disaster.
- *Ohio Constitution*; Article IX, Section 4 – Power of the governor to call for the militia.
- *Ohio Revised Code* 303.37 – Powers and duties of County Commissioners
- *Ohio Revised Code* 161.0 – 161.29 – Continuity of government
- *Ohio Revised Code* 305.02 – Filling vacancies in elected county government positions.
- *Ohio Revised Code* 307.01 through .99 – Powers and duties of the County Commissioners.
- *Ohio Revised Code* 307.31 and 315.08 – Powers and duties of the County Engineer.
- *Ohio Revised Code* 311.07 – Powers and duties of the County Sheriff.
- *Ohio Revised Code* 313.06 – Powers and duties of the County Coroner.
- *Ohio Revised Code* 329.04 – Powers and duties of County Department of Human Services.
- *Ohio Revised Code* 733.03 – Powers and duties of Mayors of cities.
- *Ohio Revised Code* 733.23 – Powers and duties of Mayors of villages.
- *Ohio Revised Code* 3701.01 through .04 – Powers and duties of State Health Department.
- *Ohio Revised Code* 3709.05, .06 and .22 – Powers and duties assigned to local health departments.
- *Ohio Revised Code* 3750 – Emergency Planning Community Right-to-Know.
- *Ohio Revised Code* 4905.81 – Pre-notification for hazardous materials.
- *Ohio Revised Code* 329.01 and .02 – Powers and duties of human service departments.
- *Ohio Revised Code* 5502 – Emergency Management Agency
- *Plan Development and Review Guidance for Local Emergency Operations Plans*, Ohio Emergency Management Agency, January 2015.

C. Local

- Clermont County Resolution 198-05, NIMS Adoption, Sept. 2005
- Clermont County Emergency Management Adoption and Agreement Resolution 159-89, adopted by the Clermont County Board of Commissioners dated September 28, 1989.
- American Red Cross, Disaster Services Regulations and Procedures, ARC 3001, Revised 1/82.
- Mutual Aid Assistance Compact, Clermont County Fire Chiefs' Alliance, Dated 2014.
- Mutual Aid Assistance Compact, Clermont County Sheriff and Police Chiefs' Association, Dated 9/4/14.

Tab 1. Sample Local Emergency Proclamation

_____, 20____
AUTHORITY

Whereas, _____ (City/Township/County), Ohio has been or is immediately threatened by a natural/man-made/technological hazard and/or nuclear or conventional attack, and;

(Give date, time, situation assessment and duration of hazard) and;

Now, therefore, we, the _____ (name of jurisdictional authority), declare that a state of emergency exists in _____ (political subdivision) and that we hereby invoke and declare those portions of the Ohio Revised Code that are applicable to the conditions and have caused the issuance of this _____ proclamation, to be in full force and effect in _____ (political subdivision) for the exercise of all necessary emergency authority for protection of the lives and property of the people of _____ (political subdivision) and the restoration of local government with a minimum of interruption.

Reference is hereby made to all appropriate laws, statutes, ordinances and resolutions, and particularly to Chapter 5502 of the Ohio Revised Code.

All public offices and employees of _____ (political subdivision) are hereby directed to exercise the utmost diligence in the discharge of duties required of them for the duration of the emergency and in execution of emergency laws, regulations, and directives--state and local.

All citizens are called upon and directed to comply with necessary emergency measures, to cooperate with public officials and disaster services forces in executing emergency operations plans, and to obey and comply with the lawful directions of properly identified officers.

All operating forces will direct their communications and requests for assistance and operations directly to the Emergency Operations Center.

In witness, whereof, we have hereunto set our hand this _____ day of _____, 20____ A.D.

Chairman,
(political subdivision)

Member,
(political subdivision)

Member,
(political subdivision)

Tab 2: Acronyms

AAR	After-Action Review
ACC	Alternative Care Center
BCC	Clermont County Board of County Commissioners
CAP	Corrective Action Plan
CBRNE	Chemical, Biological, Radiological, Nuclear, and Explosive
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act of 1980
CPG	Comprehensive Preparedness Guide
DPSS	Clermont County Department of Public Safety Services
DOT	U.S. Department of Transportation
EMA	Emergency Management Agency
EMS	Emergency Medical Services
EOC	Emergency Operation Center
EOD	Explosive Ordinance Device
EOP	Emergency Operations Plan
ESF	Emergency Support Function
FBI	Federal Bureau of Investigation
FEMA	Federal Emergency Management Agency
Fusion Center	Greater Cincinnati Fusion Center
GCHMU	Greater Cincinnati HazMat Unit
HazMat	Hazardous Material
HSPD-5	Homeland Security Presidential Directive - 5
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
IMAC	Intra-State Mutual Aid Compact
JTTF	Joint Terrorism Task Force
LTRC	Long Term Recovery Committee
MARCS	Multi-Agency Radio Communication System
MCI	Mass Casualty Incident
MDCs	Mobile Data Computers
MOU	Memorandum of Understanding
NIMS	National Incident Management System
NRF	National Response Framework
NTSB	National Transportation Safety Board

NWS	National Weather Service
ODH	Ohio Department of Health
ODNR	Ohio Department of Natural Resources
ODOT	Ohio Department of Transportation
OEMA	Ohio Emergency Management Agency
OEPA	Ohio Environmental Protection Agency
ORC	Ohio Revised Code
OSHP	Ohio State Highway Patrol
PSAP	Public Safety Answering Point
PUCO	Public Utilities Commission of Ohio
SAIC	State Analysis and Information Center
SCBA	Self-Contained Breathing Apparatus
SOG	Standard Operating Guide
SOSINK	Southwest Ohio, Southeastern Indiana, Northern Kentucky
SWAT	Specialized Weapons and Tactics
TLO	Terrorism Liaison Officer
UC	Unified Command
USAR	Urban Search and Rescue

Tab 3: Glossary

Agency: A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

Annex: As used in this plan, an element that is devoted to one all-hazard function of emergency operations and describes the county's approach to operating that activity in response to emergencies.

Chief Elected Official: A County Commissioner, City Mayor, Village Mayor, or Township Trustee.

Command: The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.

Command Post: An incident command facility located at a safe distance from an emergency site where the on-scene coordinator, responders, and technical representatives can make response decisions, deploy manpower and equipment, maintain liaison with media, and handle communications.

Cost Recovery: A legal process whereby potentially responsible parties can be required to pay back responders' money spent on response/cleanup actions.

Damage Assessment: The appraisal or determination of the destructive effects, private and public losses resulting from any hazard.

Decontamination: The reduction or removal of contaminating material from a structure, area, object, or person.

Disaster/Emergency: An event that causes or threatens to cause loss of life, human suffering, property damage, economic and social disruption.

Disaster Declaration: see Emergency Proclamation

Emergency: Absent a Presidentially declared emergency, any incident(s), human-caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

Emergency Management Agency (EMA) Director: The individual who is directly responsible on a day-to-day basis for the jurisdiction's effort to develop a capability for coordinated response to and recovery from the effects of large-scale disasters.

Emergency Operations Center (EOC): The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place.

Emergency Operations Plan: A document that identifies the available personnel, equipment, facilities, supplies, and other resources in the jurisdiction and states the method or scheme for coordinated actions to be taken by individuals and government services in the event of natural, technological, and human-caused disasters. It describes a jurisdiction's emergency organization and its means of coordination with other jurisdictions. It assigns functional responsibilities to the elements of the emergency organization, and it details tasks to be carried out at times and places projected as accurately as permitted by the nature of each situation addressed.

Emergency Proclamation (aka: Disaster Declaration): A resolution made by the elected officials of a political subdivision which describes the actions being taken to respond to a disaster. The political subdivision should consider adopting an emergency proclamation when outside resources will be needed to respond to and recover from a disaster.

Emergency Public Information: Information released to the public by County, State, and Federal Agencies concerning the emergency at hand and how it can affect public health and the environment. Safety precautions to be exercised by the public are also given.

Emergency Support Function (ESF): An emergency function addressed in the National Response Framework.

Exercise: A simulated accident or release set up to test emergency response methods and for use as a training tool.

Extremely Hazardous Substances (EHS): A list of chemicals identified by EPA on the basis of toxicity, and listed under: Title III of SARA.

Hazard: A potential event or situation that presents a threat to life and property, and/or the environment.

Hazards Analysis: A systematic study of all hazards that could significantly affect life and property in a jurisdiction. Hazard identification typically prioritizes hazards according to the threat they pose and provides insight into the history and probability of occurrences. An analysis includes the history, vulnerability, and probability assessments related to the hazard.

Hazardous Material (HM): Any substance or material in a quantity or form that may be harmful or injurious to humans, domestic animals, wildlife, economic crops or property when released into the environment.

Hazardous Substances (HS): Any material that poses a threat to public health and/or the environment. Typical hazardous substances are materials that are toxic, corrosive, ignitable, explosive, or chemically reactive.

Hazard-Specific Annex: A document attached to the EOP that describes emergency activities that take place only for a specific hazard. The actions cannot be addressed generically.

Incident: An occurrence or event, natural, technological, or human-caused that requires an emergency response to protect life or property.

Incident Command System (ICS): A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents.

Incident Commander (IC): The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

Incident Command Post (ICP): The field location at which the primary tactical-level, on-scene incident command functions is performed.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (*e.g.*, city, county, tribal, State, or Federal boundary lines) or functional (*e.g.*, law enforcement, public health).

Local Government: A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity.

Local Emergency Planning Committee (LEPC): A committee appointed by the State Emergency Response Commission (SERC), as required by Title III of SARA, to formulate a comprehensive hazardous materials emergency plan for its district.

Mitigation: The activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident.

Mutual-Aid Agreement: Written agreement between agencies and/or jurisdictions that they will assist one another on request, by furnishing personnel, equipment, and/or expertise in a specified manner.

Memorandum of Understanding (MOU): A formal, written understanding between jurisdictions and agencies that describes methods and types of assistance available between two or more entities during emergencies.

National Incident Management System: A system mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments; the private-sector; and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity.

National Response Framework: A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan.

Preparedness: The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources. Within the NIMS, preparedness is operationally focused on establishing guidelines, protocols, and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.

Prevention: Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property.

Private Sector: Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations.

Recovery: The reconstitution of government operations and services; individual, private sector, non-governmental and public-assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post-incident reporting; and development of initiatives to mitigate the effects of future incidents.

Resources: Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

Resource Management: Efficient incident management requires a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident.

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

Risk: A measure of the probability that damage to life, property, and/or the environment will occur if a hazard manifests itself; this measure includes the severity of anticipated consequences to people.

Standard Operating Guide: Guidance developed by each specific responding organization that detail responsible individuals by name, phone number and delineate in detail specific organizational emergency activities.

Tabs: Maps, charts, checklist, resources, inventories, sample forms, diagrams used to support the basic plan and annexes.

Terrorism: Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping.

Threat: An indication of possible violence, harm, or danger.

Unified Command (UC): An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single Incident Action Plan.