



Emery County Sheriff's Office

SHERIFF TYSON HUNTINGTON

July 22, 2025

Emery County Commissioners
75 East Main
Castle Dale, UT 84513

RE: EMERY COUNTY EMERGENCY OPERATIONS BASIC PLAN

The Emery County Emergency Operations Plan (EOP) was adopted on October 28, 2014. A copy of the full plan, including the 17 Emergency Support Functions, Emergency Key Contact List, Glossary, forms and maps is available for review at the Sheriff's Office. The full plan is also available on thumb drive upon request.

The EOP Basic Plan, which is attached, was approved and adopted in Emery County Commission Meeting on March 5, 2024. We have recently updated some information to reflect correct business ownership. No other changes have been made.

I would like to request that adoption of the Emery County Emergency Operations Plan (Basic Plan) be placed on the agenda for your next Commission Meeting on August 5, 2025.

Having this plan formally adopted by our current Commissioners and Sheriff is a requirement of the EMPG grant application, which will be due soon.

The plan is considered a working document. It is subject to change as necessary, based upon lessons learned in times of emergency or disaster and based upon changing guidelines of State and Federal government. We review the plan yearly and amend as necessary.

If you have any questions or need further information, please contact me at (435)381-3422.

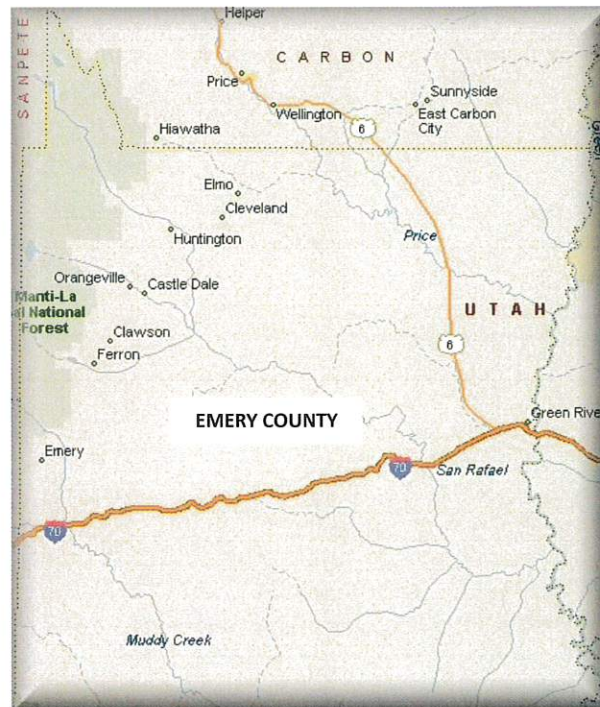
Sincerely,

A handwritten signature in cursive script, appearing to read "Jeremy Lake".

Jeremy Lake
Emery County Emergency Manager

Emery County

Emergency Operations Plan



In Cooperation With
Castle Dale, Clawson, Cleveland, Elmo, Emery, Ferron, Green
River, Huntington, and Orangeville

Prepared By
Emery County
Emergency Management

Adopted August 5, 2025

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Emery County EOP Organization

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EMERY COUNTY EMERGENCY MANAGEMENT

Emergency Management



MISSION STATEMENT

Provide leadership and support to prevent or minimize the impact of major emergencies and disasters on the health, safety and property of the citizens of Emery County, their businesses and environment, through a comprehensive, integrated emergency management program.

FOREWORD

The Emery County Emergency Operations Plan has been developed to address multiple hazards which threaten our jurisdiction. Through the use of a functional format, the plan encourages an Integrated Emergency Management System (IEMS) approach to disasters; and fosters prompt, efficient and coordinated response operations by elements of the emergency organization. IEMS requires a system in which plans developed for one type of emergency are useful in other emergency situations.

This document contains a Basic Plan which serves as a summary document to the supporting sections of the plan. These supporting sections define the roles of each response agency thereby reducing

confusion, chaos and conflict during an emergency. NIMS (National Incident Management System) has been implemented in this plan so responders from different jurisdictions and disciplines can work together better in any emergency, including acts of terrorism.


This plan meets the legal requirements of the State of Utah. It provides the necessary elements to ensure that local government can fulfill its legal responsibilities for emergency preparedness.

This Emergency Operations Plan, upon approval and adoption by the Emery County Board of Commissioners, replaces and supersedes all previously adopted emergency plans.

STATEMENT OF APPROVAL and LETTER OF PROMULGATION

Promulgated herewith is the Emery County Emergency Operations Plan, including this Basic Plan. This plan supersedes any previous plans. It provides a framework within which Emery County can plan and perform its emergency functions during a local or national emergency or disaster. This plan is a component of Emery County's comprehensive approach to emergency management which is an ongoing effort to ensure that the County can be prepared to prevent, protect against, mitigate the effects of, respond to and recover from the hazards and threats that pose the greatest risk to Emery County.

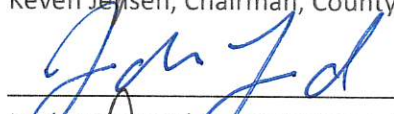
This plan is reviewed regularly by Emery County Emergency Management staff and is hereby approved by the Emery County Board of Commissioners. The undersigned agree to the responsibilities assigned to them and their organization in the Emery County Emergency Operations Plan.



Keven Jensen, Chairman, County Board of Commissioners

8/5/25

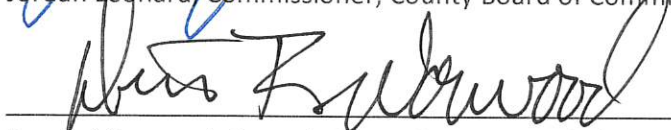
Date



Jordan Leonard, Commissioner, County Board of Commissioners

8/5/25

Date



Dennis Worwood, Commissioner, County Board of Commissioners

8/5/25

Date



Tyson Huntington, Emery County Sheriff

8/5/25

Date

Castle Dale Mayor

Date

Clawson Mayor

Date

Cleveland Mayor

Date

Elmo Mayor

Date

Emery Mayor

Date

Ferron Mayor

Date

Green River Mayor

Date

Huntington Mayor

Date

Orangeville Mayor

Date

EMERY COUNTY EMERGENCY OPERATIONS PLAN

RECORD OF CHANGES

Change Number	Date of Change	Date Entered	Change Made By Signature

I. INTRODUCTION

- A. Emery County's threat environment includes wildland fires, floods, earthquake, hazardous materials releases, transportation accidents, tornadoes, utility disruptions, terrorism and pandemics.
- B. Complex and emerging threats and hazards demand a unified and coordinated county approach to incident management.
- C. Achieving these homeland security objectives is a challenge requiring bold steps and adjustments to established structures, processes, and protocols.

II. PURPOSE, SCOPE, APPLICABILITY and LIMITATIONS

A. Purpose

- 1. The purpose of the Emery County EOP is to establish the comprehensive, national, all-hazards approach to domestic incident management across a spectrum of activities including prevention, preparedness, response, and recovery as outlined in Federal Emergency Management Agency (FEMA) guidance.

B. Scope

- 1. This EOP incorporates the policies and response procedures that Emery County officials have approved and supported to ensure the health and safety of Emery County populations and the environment when faced with an emergency or disaster situation. The Emery County EOP attempts to address the full range of complex and constantly changing requirements in anticipation of or in response to all types of emergencies.
- 2. This EOP details the overall emergency response concept of operations; the responsibilities of county-wide departments and organizations in response activities; coordination among county and outside jurisdictions; and, the overall administrative and logistic requirements of emergency response organizations. The plan provides a framework for federal interaction with state and local governments; the private sector; and nongovernmental agencies.
- 3. The EOP is comprised of Emergency Support Functions (ESFs), support annexes and incident specific annexes. Emery County has formally recognized the National Incident Management System (NIMS) and is making every effort to align with NIMS concepts and terminology as guidelines become available.

C. Applicability

- 1. This EOP is applicable to all county and municipal agencies, local community organizations, businesses, and residents. It addresses the types of emergencies likely to occur, from local emergencies to major disasters to catastrophic events. It also establishes a concept of

operations that spans from initial detection through post-disaster response, recovery and mitigation.

2. The EOP assigns specific functional responsibilities to appropriate local agencies and organizations, as well as outlines methods to coordinate with the private sector and volunteer organizations. The EOP defines coordination mechanisms to facilitate delivery of immediate assistance; including coordination with state and federal agencies to initiate long-term recovery activities.

D. Limitations

1. This EOP is a living document; continually being improved and updated as knowledge is gained through guidance, training, exercise and coordinated emergency response activities. The county will make every reasonable effort to respond in the event of an emergency or disaster, but county resources may be overwhelmed and need supplementation from other local, state and/or federal resources.
2. The responsibilities and functions outlined in this EOP will be fulfilled only if the situation, information exchange, extent of actual agency capabilities, and resources are available at the time. There is no guarantee implied by this EOP that a perfect response to emergency or disaster incidents will be expected or possible.

III. HAZARD ANALYSIS AND MITIGATION INFORMATION

A. Environment

1. Emery County, also known as part of Utah's Castle Country, is located in southeastern Utah. It encompasses 4,452 square miles making it Utah's seventh largest county. The county is comprised of richly diversified landscapes: spectacular red rock canyons, high alpine mountain meadows, pristine desert wilderness, delightful trout streams and lakes, challenging white water rivers and rugged badlands. Emery County also contains a wealth of prehistoric civilization treasures with a world-renowned dinosaur quarry, unique Native American rock art and artifacts, pioneer cabins, Wild West outlaw hideouts and part of the Old Spanish Trail.
2. Emery County has a population of approximately 10,600 residents distributed between nine incorporated municipalities and its unincorporated areas, with Castle Dale being the county seat. The Green River forms the eastern boundary. Green River City is the only community in the eastern part of the county. Interstate Highway 70 is the principal east-west corridor through the county. U. S. Highways 6 and 191 are major highways both for north-south traffic between Salt Lake City and southeastern Utah and east-west traffic between Salt Lake City and Denver (see map). State Highway 10 between Price and the town of Emery is the principle highway along the east bench of the mountains on the western edge of the county.

The Rio Grande Railroad runs from the east near Green River to its exit toward Price. It runs roughly parallel to U. S. Highways 6 and 191 for most of its right-of-way in Emery County.

3. Emery County's economy was built and remains founded today on agriculture, livestock production, coal mining, and coal-fired electric power generation. There are two coal-fired electric power plants; Huntington Power Plant located at the mouth of Huntington Canyon and the Hunter Plant located south of Castle Dale off Highway 10. Emery County is also home to Urban Oil & Gas, with gas locations throughout the county. Emery County's future belongs to those individuals that desire a rural, natural setting in which to live and raise a family, but who are also resourceful and innovative enough to produce goods and services for the worldwide marketplace.

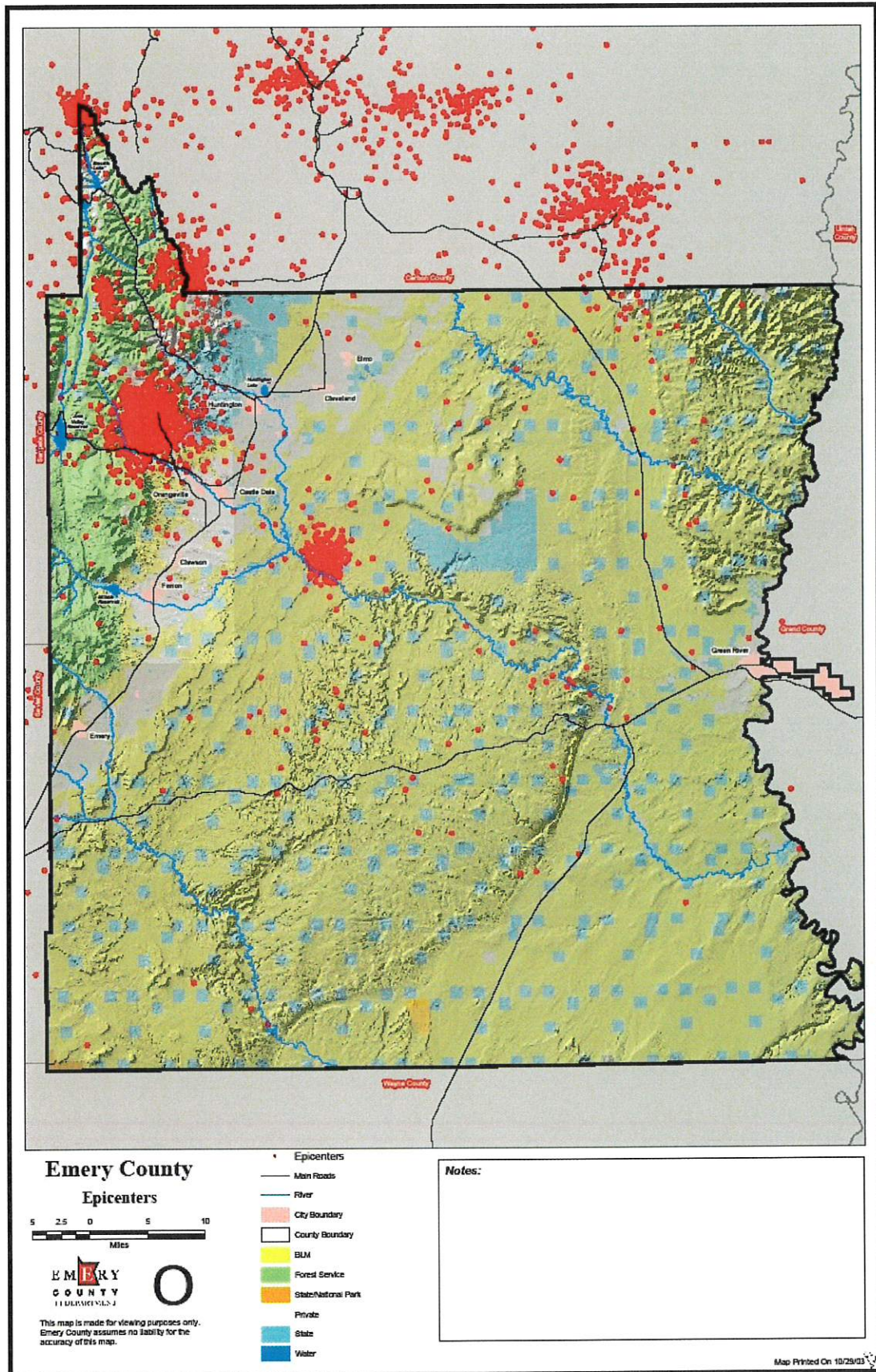
B. Transportation and Roads

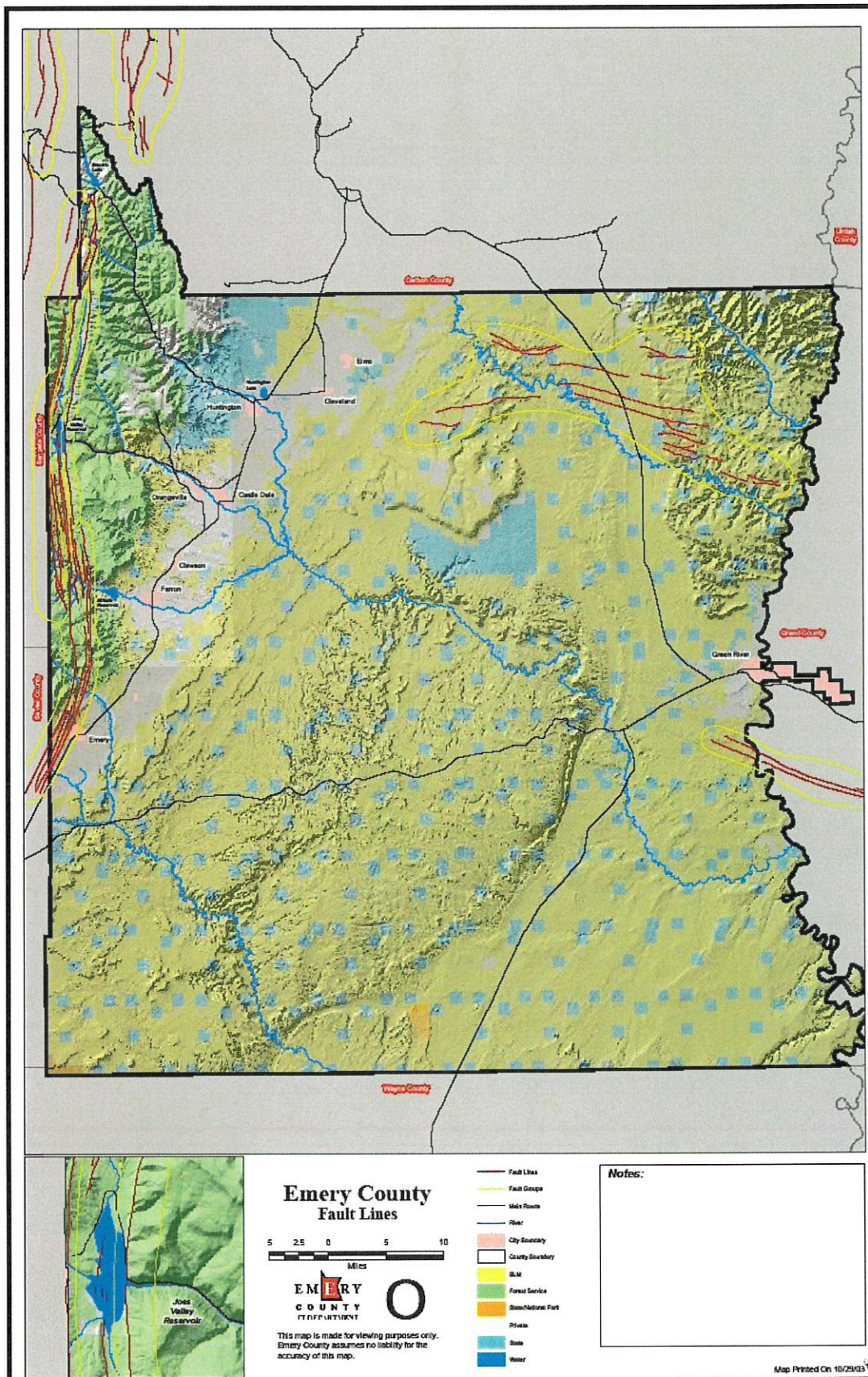
1. I-70 intersects the southern part of Emery County. Huntington is 48 miles north of I-70. Green River is located 1/2 mile from I-70 - the main corridor between California and Colorado. Emery County is crisscrossed by State Highways 6, 10, 24, 29, 31, 57, and 155.
2. Green River has railroad access within the city limits. The railroad runs east to Grand Junction, Colorado or north to Salt Lake City. The other access point is located in Carbon County, approximately 38 miles away.
3. There are two airports located in Emery County. Huntington Municipal Airport – 69V located 3 miles north of Huntington at 1930 North SR 10
Aircraft Reference Code (ARC): A-1
(Small Single & Multi Engine Aircraft - 12,500 lbs single axle max.)
Paved Runway 7/25: 4048' x 60'
4. Green River Aviation - U34 located 5 miles south of Green River at 1651 Airport Road - Aircraft Reference Code (ARC): B-2
(Small Single, Turbo Prop & Small Jet Aircraft - 12,000 lb single wheel)
Paved Runway 13/31: 5600' x 75'

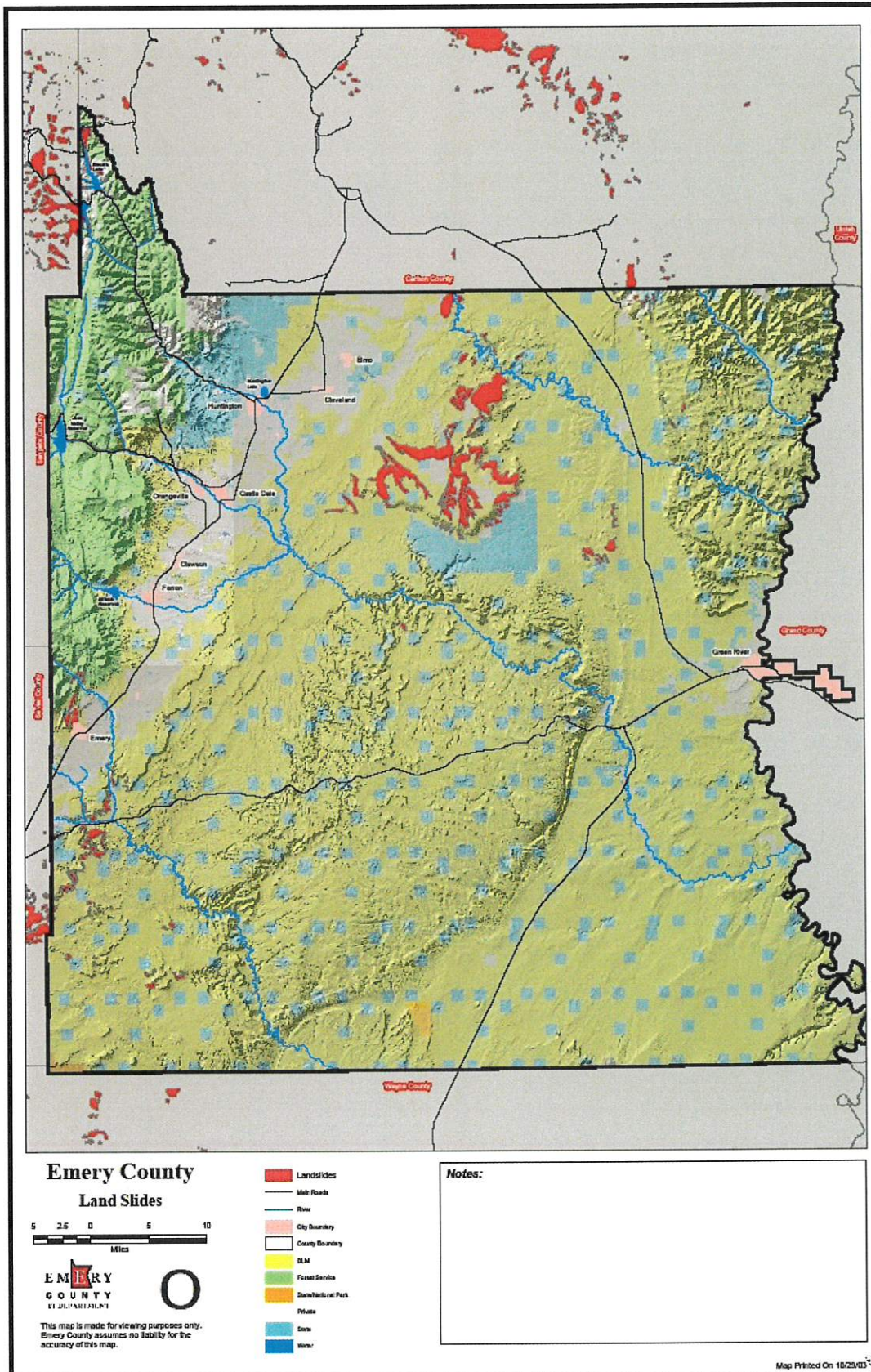
C. Hazards

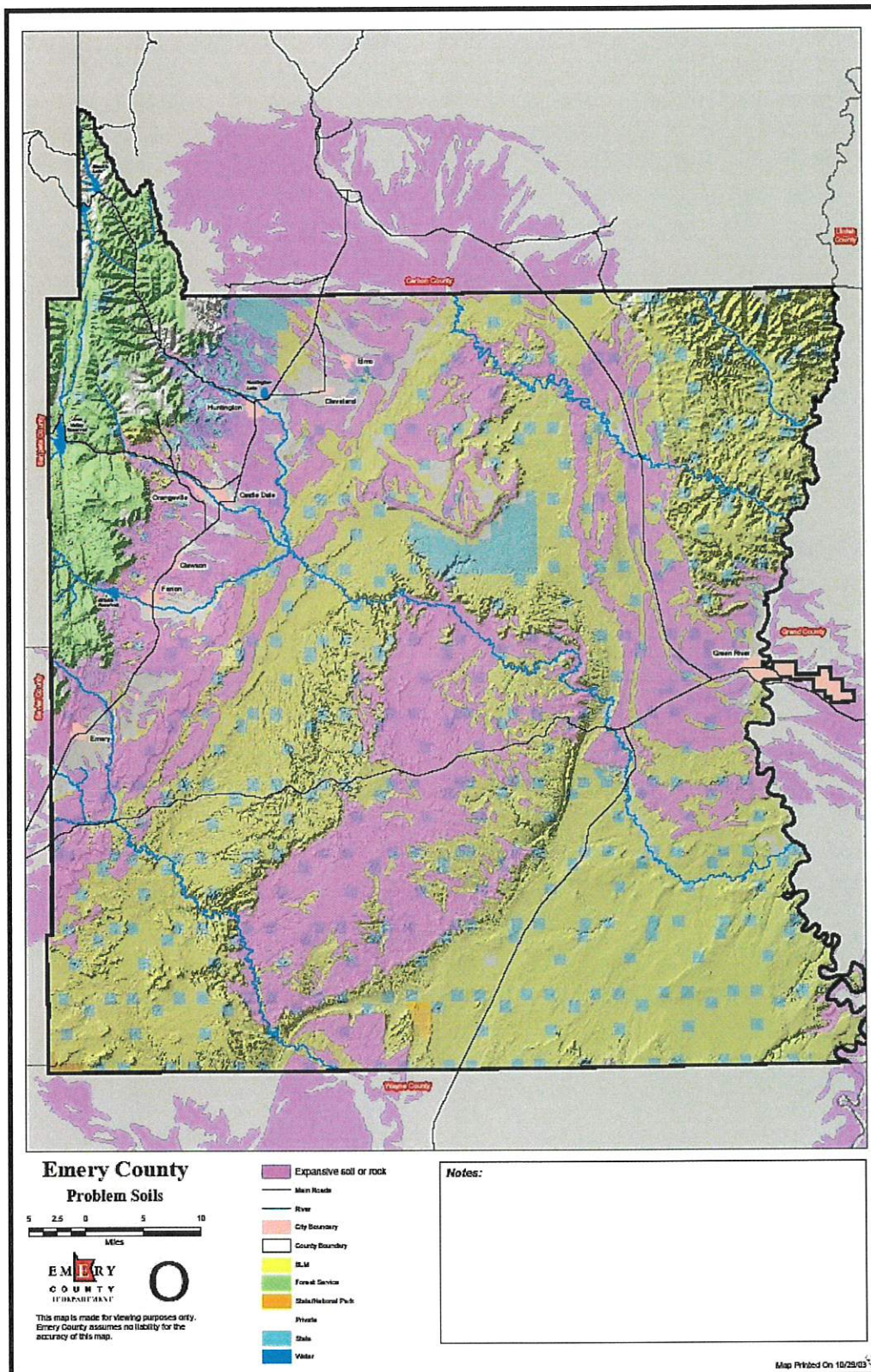
1. Emery County hazards include: (see following maps)
 - a. Earthquake; (map Pages 11 and 12)
 - b. Flooding;
 - c. Severe Storms and Lightning (includes rain, snow, wind and tornadoes);
 - d. Wildfires;
 - e. Utility disruption;

- f. Man-made disasters (mine disasters, power plant emergencies, transportation);
 - g. Epidemic and Pandemic Disease Outbreaks; and
 - h. Terrorism involving Weapons of Mass Destruction (WMD).
- 2. More information and response data on these hazards can be found in the incident specific annexes of this plan.









D. Mitigation

For natural hazards, mitigation data has been compiled and is kept in a separate plan entitled Emery County Pre-Disaster Mitigation Plan, approved by FEMA on October 10, 2018.

IV. NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)

- A. The overwhelming majority of emergency incidents are handled on a daily basis by a single jurisdiction at the local level. The National Incident Management System (NIMS) was developed as a standardized approach to incident management and response. This integrated system establishes a uniform set of processes, protocols, and procedures that all emergency responders, at every level of government, utilize to conduct response actions. This system ensures that those involved in emergency response operations understand what their roles are and have the tools they need to be effective.
- B. This planning effort is one step in helping the community achieve NIMS compliance. The benefit of NIMS is that the community is better prepared for an integrated response to an incident. Incident response organizations at all levels are able to implement NIMS.
- C. One important component of NIMS is the Incident Command System (ICS).
- D. This plan has been organized to utilize Emergency Support Functions as outlined in the National Response Framework.

V. KEY CONCEPTS

- A. This section summarizes key concepts that are reflected throughout the EOP consistent with the FEMA guidance.
 - 1. **There are four (4) phases of emergency management.** The first two phases should begin prior to a large emergency or disaster but often these phases are ongoing and overlap with phases three and four.
 - 2. The first phase, **mitigation**, includes activities aimed at eliminating or reducing the probability or effects of an occurrence of a disaster.
 - 3. The second phase, **preparedness**, is undertaken because mitigation activities alone cannot keep an emergency from happening or repeating itself. During this phase jurisdictions plan to provide an effective, efficient response; provide and maintain personal protective equipment; install and maintain extensive communications equipment - a cornerstone for successful response activities; provide training to and coordinate with many support organizations; and, always considers functional access needs populations.
 - 4. The Utah Emergency Interim Succession Act requires every Emery County official to designate up to three alternates to act in their place on the policy group should they be unavailable or unable to function in time of emergency.

5. The concept of operations is detailed in section IV below and depicts the county's overall approach to emergency response situations.
6. Proactive notification of the emergency response staff, for activation of the Emergency Operation Center or Mobile Command Post (EOC/MOBILE COMMAND POST) will be made to the appropriate response personnel by Emergency Management staff utilizing a call down system or other appropriate means as detailed in ESF #2-Communication.
7. If the Emergency Alert System (EAS) is utilized, the primary activation station for Emery County is KOAL Radio 750 AM/ 95.3 FM and KSL Channel 5 Television. The county also has a reverse 911 system (Code Red) that can be activated to alert the public of an emergency situation. Once activated, EAS information is generally broadcast by all local television and radio stations for the duration of the emergency.
8. For emergencies confined to a limited area (i.e. house fires, hazardous materials incidents, etc.), required population protection actions may be implemented by the Incident Commander on scene.
9. Systematic and coordinated incident management will include protocols for: incident reporting; coordinated planning and action; alert and notification; mobilization of appropriate resources to augment those of Emery County; and operating under differing threats and threat levels while integrating crisis and consequence management.
10. Incidents should be managed at the lowest possible jurisdictional level and supported by additional response capabilities when needed.
11. Emery County encourages and exercises interagency coordination, integration, and communication, vertically and horizontally.
12. Emery County coordinates interagency and intergovernmental planning, training, exercising, assessment, coordination and information exchange through the use of mutual aid and agreements when needed.
13. Interagency efforts will be organized to minimize damage, restore impacted areas to pre-incident conditions if feasible and/or implementation of programs to mitigate vulnerability to future events.
14. Development of detailed supplemental operations, tactical and hazard-specific contingency plans and/or procedures.
15. Emery County will require that responder safety and health precautions are taken.
16. Emery County makes every effort to educate, coordinate with and utilize the private-sector and its resources.
17. The EOP is organized by ESF's to facilitate the delivery of critical resources, assets and assistance from outside agencies.
18. The **recovery phase includes those** actions to: thoroughly assess the impacts from an emergency or disaster; provide life support needs to survivors; restore infrastructure and lifelines; return people to their homes, if evacuated; debris removal; and, ensure that residents, response agencies and business owners are able to return to business as usual.
19. Life safety is the primary goal of every emergency. Additionally, pet and animal safety will be considered in this EOP.

VI. AUTHORITIES and REFERENCES

Various federal statutory authorities and policies provide the basis for Emery County emergency operations and activities in the context of domestic incident management. The Emery County Emergency Operations Plan uses the foundation provided by the Robert T. Stafford Disaster Relief and Emergency Assistance Act and the Homeland Security Act, HSPD-5, to provide a comprehensive, all-hazards approach to domestic incident management. Listed below is a comprehensive, *but not all inclusive*, list of authorities and references used to develop a collective framework for action to include mitigation, preparedness, response and recovery activities

A. Authorities

1. The State of Utah Emergency Management Act of 1981.
2. The State of Utah Disaster Response and Recovery Act of 1981.
3. Robert T. Stafford Disaster Relief and Emergency Assistance Act, P.L. 93-288, as amended by P. L. 100-707, November 30, 1988, as amended by 42 U.S.C. 5121 *et seq*, September 1998.
4. The Federal Civil Defense Act 1950, as amended.
5. Title 44, Federal Emergency Management Agency Regulations, as amended, 1980.
6. Presidential Decision Directives, PDD-39 and PDD-62, Policy on Counterterrorism.
7. Homeland Security Act of 2002
8. Homeland Security Presidential Directive (HSPD)-5. Management of Domestic Incidents, February 28, 2003.
9. The Utah Statewide Mutual Aid Act of 2007.

B. References

1. GUIDE FOR ALL-HAZARD EMERGENCY OPERATIONS PLANNING, State and Local Guide (SLG) 101, September 1996, currently under revision.
2. GUIDE FOR ALL-HAZARD EMERGENCY OPERATIONS PLANNING, State and Local Guide (SLG) 101, Chapter 6, Attachment G - Terrorism, April 2001.
3. STATE OF UTAH EMERGENCY OPERATIONS PLAN (EOP), November 2006.
4. TOOELE COUNTY EMERGENCY MANAGEMENT PLAN, revised 2010.
5. PUBLIC ASSISTANCE GUIDE (FEMA 286), September, 1996, as amended by FEMA 322, October 1999-.
6. DISASTER RECOVERY OPERATIONS MANUAL, Utah Division of Comprehensive Emergency Management, October 1993.
7. NATIONAL RESPONSE PLAN, U. S. Division of Emergency Management (HSPD-5), December 2004, as changed May 25, 2006.

8. NATIONAL INCIDENT MANAGEMENT SYSTEM, U.S. Dept of Homeland Security, Homeland Security Presidential Directive (HSPD)- HSPD-5, March 1, 2004.
9. NATIONAL RESPONSE FRAMEWORK, U. S. Division of Emergency Management, January 2008, effective March 2008, and superseding the corresponding sections of the National Response Plan with 2006 revisions.

VII. PLANNING ASSUMPTIONS and CONSIDERATIONS

- A. Emery County has approximately 10,600 residents. Emery County may experience any of the hazards listed in the hazard analysis section of this plan. The hazards are:
 1. Earthquake
 2. Flood
 3. Hazardous Materials
 4. Pandemic Disease Outbreaks
 5. Severe Storms & Lightning
 6. Severe Winter Storm
 7. Terrorism
 8. Wildland Fires
 9. Coal Mine Disasters
 10. Power Plant Emergencies
 11. Transportation Accidents
 12. Utility Disruptions
- B. This plan anticipates the possibility of any or all of these hazards occurring.
- C. Incidents are managed at the lowest possible geographic, organizational, and jurisdictional level.
- D. Incident management activities will be initiated and conducted using the principles of NIMS.
- E. Any time an emergency or major disaster occurs and/or the Emergency Operations Center is activated, the appropriate sections of this emergency response plan will be considered activated and established response procedures followed.
- F. The combined expertise and capabilities of government at all levels, the private sector and nongovernmental organizations will be required to prevent, prepare for, respond to and recover from emergencies or major disasters.
- G. Additional to disaster planning for the general population of Emery County, special plans have been or will be developed for critical facilities (hospital, nursing home and schools), institutionalized persons (the county jail), the elderly, the physically or mentally challenged, non-English speaking and by private industry. Those plans have been developed by the responsible agencies and considered throughout the development of this plan.
- H. Deployment of resources and incident management activities during an actual or potential terrorist incident are conducted in coordination with the U. S. Department of Justice (DOJ).

- I. Response procedures in place allow for improvisation or adjustment as may become necessary to handle the scope of the emergency or disaster situation
- J. Major disasters will require a high level of inter- and intra- jurisdictional coordination of operations and resources at all levels of government and may involve multiple, highly varied hazards or threats ;
 - 1. Result in numerous casualties, fatalities, displaced people, property loss, disruption of normal life-support systems, essential public services, basic infrastructures and change to the environment;
 - 2. Impact critical infrastructures across a wide geographic area;
 - 3. Overwhelm the capabilities of state and local governments and private-sector owners and operators;
 - 4. Attract a sizeable influx of independent, spontaneous volunteers and supplies;
 - 5. Require extremely short notice state and federal asset coordination and response timelines; and
 - 6. Require prolonged, sustained incident management operations and support activities.
- K. Response agencies shall be familiar with their role in response activities; have in place their own operating guidelines for accomplishing the tasks described here; and whenever possible, have been appropriately trained and equipped, within the limits of current staffing and financial constraints, to fulfill the responsibilities defined in this plan.
- L. Emery County has limited resources. Many responders are volunteers (i.e. fire fighters, Search & Rescue, EMS, CERT, RACES, VOAD, etc.). It is unknown, in advance, how many responders will be available at the time of emergency due to daily work requirements and family concerns.
- M. Due to the lack of trained manpower, positions outlined in the response organization may need to be appointed at the time of the emergency.
- N. Plans are in place to supplement available county resources by requesting the assistance of jurisdictions outside Emery County, neighboring counties, the State of Utah, or in extreme cases federal agencies, private industry and volunteers.
- O. When incidents are declared disasters or major emergencies by the President, federal support to states is delivered in accordance with relevant provisions of the Stafford Act.
- P. ESFs may be selectively activated for both Stafford Act and non-Stafford Act incidents where federal departments or agencies request DEM assistance. Not all incidents result in the activation of all of the ESFs.

VIII. ORGANIZATIONAL ROLES AND RESPONSIBILITIES

This section discusses the roles and responsibilities of federal, state and local governments, private-sector and other nongovernment organizations and citizens involved in support of domestic incident management.

A. Local (County and City), and State Governments

Local police, fire, public health and medical, emergency management, public works, environmental response and other personnel are often the first to arrive and the last to leave an incident site. In some instances, a federal agency in the local area may act as a first responder, and the local assets of Federal agencies may be used to advise or assist state or local officials in accordance with agency authorities and procedures. The statewide mutual aid agreement would be utilized to provide mechanisms to mobilize and employ resources from neighboring jurisdictions to support the incident command.

Should state resources and capabilities become overwhelmed, Governors may request federal assistance under a Presidential Disaster or Emergency Declaration.

Summarized below are the responsibilities of the Local Chief Executive Officer, and Governor. 1.

1. LOCAL CHIEF EXECUTIVE OFFICER

The County Commission and the Sheriff are Emery County's chief elected officials, and are responsible for the public safety and welfare for the citizens of the county. The County Commission:

- a. Is responsible for coordinating with other jurisdictional leaders, with core private sector business and NGO leaders.
- b. Will identify local resources to address the full spectrum of actions to prevent, prepare for, respond to and recover from incidents involving all hazards including terrorism, natural disasters, accidents and other contingencies;
- c. Supports participation in local mitigation efforts within the jurisdiction and, as appropriate, with the private sector;
- d. Understands and implements laws and regulations that support emergency management and incident response;
- e. Ensures that local emergency preparedness plans take into account the needs of individuals with functional access needs;
- f. Dependent upon state and local law, and in coordination with the Sheriff, may suspend local laws and ordinances, such as to establish a curfew, direct evacuations, and, in coordination with the local health authority, to order a quarantine;
- g. Provides leadership and plays a key role in communicating to the public and in helping people, businesses, and organizations cope with the consequences of any type of domestic incident within the jurisdiction;
- h. Negotiates and enters into mutual aid agreements with other jurisdictions to facilitate resource-sharing; and,

- i. Requests state and, if necessary, federal assistance through the Division of Emergency Management to the Governor when the jurisdiction's capabilities have been exceeded or exhausted.

2. GOVERNOR

As the state's chief executive, the Governor is responsible for the public safety and welfare of the people of that state or territory. The Governor:

- a. Is responsible for coordinating state resources to address the full spectrum of actions to prevent, prepare for, respond to, and recover from incidents in an all-hazards context to include terrorism, natural disasters, accidents and other contingencies;
- b. Under certain emergency conditions, typically has police powers to make, amend and rescind orders and regulations;
- c. Provides leadership and plays a key role in communicating to the public and in helping people, businesses and organizations cope with the consequences of any type of declared emergency within state jurisdiction;
- d. Encourages participation in mutual aid and implements authorities for the state to enter into mutual aid agreements with other states, tribes and territories to facilitate resource sharing;
- e. Is the Commander-in-Chief of state military forces (National Guard when in State Active Duty or Title 32 Status and the authorized state militias); and ,
- f. Requests federal assistance when it becomes clear that state and local capabilities will be insufficient or have been exceeded or exhausted.

IX. EMERGENCY SUPPORT FUNCTIONS (ESF)

- A. This EOP applies a functional approach that groups the capabilities of county departments and agencies ESFs to provide the planning, support, resources, program implementation and emergency services that are most likely to be needed during emergencies and disasters. The county response to actual or potential threats is typically provided through the full or partial activation of the ESF structure as necessary.
- B. Each ESF is composed of primary and support agencies. This EOP identifies primary agencies on the basis of authorities, resources and capabilities. Support agencies are assigned based on resources and capabilities in a given functional area. The resources provided by the ESFs reflect the resource-typing categories identified in the NIMS. The scope of each ESF is summarized in Figure 1 on the following page. ESFs support one another in carrying out their respective roles and responsibilities. The roles and responsibilities of ESF coordinators, primary agencies, and support agencies can be found in the introduction to the ESF Annexes.

Emergency Support Functions

ESF	Scope
ESF #1 - Transportation	<ul style="list-style-type: none"> ■ Transportation support ■ Transportation safety ■ Restoration/recovery of transportation infrastructure ■ Movement restrictions ■ Damage and impact assessment
ESF #2 - Communications	<ul style="list-style-type: none"> ■ Communications system coordination ■ Restoration/repair of communications infrastructure ■ Protection, restoration and sustainment of cyber and information technology resources
ESF #3 - Public Works	<ul style="list-style-type: none"> ■ Infrastructure protection and emergency repair ■ Infrastructure restoration ■ Engineering services, construction management ■ Critical infrastructure liaison
ESF #4 – Firefighting	<ul style="list-style-type: none"> ■ Urban and wildland firefighting operation
ESF #5 – Emergency Management	<ul style="list-style-type: none"> ■ Coordination of incident management activities ■ Issuance of mission assignments ■ Resource and human capital ■ Incident action planning ■ Financial management ■ Floodplain Administrator in coordination with IT/GIS Department Head
ESF #6-Mass Care, Housing and Human Services	<ul style="list-style-type: none"> ■ Mass care ■ Disaster housing ■ Human services
ESF #7–Resource Support	<ul style="list-style-type: none"> ■ Resource support (facility space, office equipment and supplies, contracting services, etc.) ■ Volunteer organization support, VOAD, Citizen Corps, Red Cross (ESF#6)
ESF #8-Public Health	<ul style="list-style-type: none"> ■ Public Health ■ Medical ■ Mental health services ■ Mortuary services
ESF #9-Search and Rescue	<ul style="list-style-type: none"> ■ Life saving assistance ■ Search and rescue
ESF #10-Hazardous Materials	<ul style="list-style-type: none"> ■ Hazardous materials (chemical, biological, radiological, etc.) response ■ Environmental safety and short- and long- term cleanup

ESF #11-Agriculture and Natural Resources	<ul style="list-style-type: none"> ▪ Nutrition assistance ▪ Animal and plant disease/pest response ▪ Food safety and security ▪ Natural and cultural resources and historic properties protection and restoration
ESF #12-Energy	<ul style="list-style-type: none"> ▪ Energy infrastructure assessment, repair, and restoration ▪ Energy industry utilities coordination ▪ Energy forecast
ESF #13-Law Enforcement	<ul style="list-style-type: none"> ▪ Law enforcement ▪ Facility and resource security ▪ Security planning and technical and resource assistance ▪ Public safety/security support ▪ Access, traffic and crowd control
ESF #14-Long Term Community Recovery and Mitigation	<ul style="list-style-type: none"> ▪ Social and economic community impact assessment ▪ Long-term community recovery assistance to states, local governments and the private sector ▪ Mitigation analysis and program implementation
ESF #15-Public Information	<ul style="list-style-type: none"> ▪ Emergency public information and protective action guidance ▪ Media and community relations ▪ Congressional and international affairs ▪ Insular affairs (all entities circumscribed and detached in viewpoint and experience)
ESF #16-Volunteers and Donations	<ul style="list-style-type: none"> ▪ Receive, document, process, manage, distribute and track donations of cash, goods and volunteer services
ESF #17-Vital, Essential Records and Cultural/Historical Resources	<ul style="list-style-type: none"> ▪ Assess risks as they pertain to records preservation, cultural resources and historical properties ▪ Promote mitigation and preparedness for preserving records ▪ Increase first responders' situational awareness as to risks to records ▪ Coordinate initial damage assessment

A. Nongovernmental and Volunteer Organizations (NGOs)

1. NGOs collaborate with first responders, governments at all levels and other agencies and organizations providing relief services to sustain life, reduce physical and emotional distress and promote recovery of disaster survivors when assistance is not available from other sources. For example, the American Red Cross (ARC) is an NGO that provides relief at the

local level and also coordinates the Mass Care element of ESF #6. The ARC Chapter serving Emery County is the Carbon County Chapter whose main offices are in Price.

2. The National Voluntary Organizations Active in Disaster (NVOAD) is a consortium of more than 30 recognized national organizations. Such entities provide significant capabilities to incident management and response efforts at all levels. For example, the wildlife rescue and rehabilitation activities conducted during a pollution emergency are often carried out by private, nonprofit organizations working with natural resource trustee agencies. Groups that are very active in Utah (UVOAD) include, but are not limited to, the Salvation Army, United Way, LDS Relief Services, the Southern Baptist Church and Catholic Charities.

B. Private Sector

1. Emery County public sector primary and support agencies coordinate with the private sector to effectively share information, form courses of action and incorporate available resources to prevent, prepare for, respond to and recover from emergencies and major disasters.
2. In Utah, critical infrastructure support agencies include Rocky Mountain Power (electric), Dominion Energy/Questar (gas), Emery Telcom (telecommunications), Union Pacific Railroad and Amtrak (transportation), as well as other agencies included under ESF #12. Because energy systems cross multiple jurisdictional boundaries, including the State of Utah's, and are interconnected and interdependent with other systems both within and outside Utah, the state will have a role in coordinating the response to a significant energy shortage. The Utah Division of Emergency Management has developed a Utah Energy Shortage Contingency Plan which provides information and guidance for the state's coordination role in handling an anticipated or actual energy emergency.
3. **Roles:** The roles, responsibilities and participation of the private sector during emergencies or disasters vary based on the nature of the organization and the type and impact of the incident. The roles of private-sector organizations are summarized below.

Type of Organization	Role
Impacted Organization or Infrastructure	Private-sector organizations may be affected by direct or indirect consequences of the incident, including privately owned critical infrastructure, key resources and those main private-sector organizations that are significant to local, regional and national economic recovery from the incident. Examples of privately owned infrastructure include transportation, telecommunications, private utilities, financial institutions and hospitals.
Response Resource	Private-sector organizations provide response resources (donated or compensated) during an incident including specialized teams, equipment and advanced technologies through local public-private emergency plans, mutual aid agreements or incident-specific requests from government and private sector volunteer initiatives.

Regulated and/or Responsible Party	Owners/operators of certain regulated facilities or hazardous operations may bear responsibilities under the law for preparing for and preventing incidents from occurring and responding to an incident once it occurs.
State-Local Emergency Organization Member	Private sector organizations may serve as an active partner in local and state emergency preparedness and response organizations and activities

4. **Responsibilities:** Private-sector organizations support the EOP (voluntarily or to comply with applicable laws and regulations) by sharing information with the government, identifying risks, performing vulnerability assessments, developing emergency response and business continuity plans, enhancing their overall readiness, implementing appropriate prevention and protection programs and donating or otherwise providing goods and services through contractual arrangement or government purchases to assist in response to and recovery from an incident.

Certain organizations are required by existing law and regulation to bear the cost of planning and response to incidents, regardless of cause. In the case of a major emergency, these private-sector organizations are expected to mobilize and employ the resources necessary and available in accordance with their plans to address the consequences of incidents at their own facilities or incidents for which they are otherwise responsible.

5. **Response Resources:** Unless the response role is inherently governmental (e.g., law enforcement, etc.), private-sector organizations are encouraged to develop and maintain capabilities to respond to and manage a complete spectrum of incidents and emergencies at their respective facilities.
6. **Functional Coordination:** The primary agencies for each ESF should maintain working relations with its associated private-sector counterparts through partnership committees or other means (e.g., ESF #2, Communications – telecommunications industry; ESF #10, Hazardous Materials – oil and hazardous materials industries; etc.).

X. CITIZEN INVOLVEMENT

- A. Strong partnerships with citizen groups and organizations provide support for incident management prevention, preparedness, response, recovery and mitigation.
- B. The U.S. Citizen Corps brings these groups together through programs developed by the Department of Justice, Division of Emergency Management and Department of Health and Human Services and focuses the efforts of individuals through education, training, and volunteer service to help make communities safer, stronger and better prepared to address the threats of terrorism, crime, public health issues and disasters of all kinds.
- C. The Emery County volunteer organizations provide service in planning activities and during emergencies that include: Community Emergency Response Teams (CERTs), Medical Reserve Corps and Fire Corp. These and other affiliate programs provide opportunities for special skills

and interests to be utilized, develop targeted outreach for functional access needs groups and participate in special projects and community events.

- D. Other organizations affiliated with the Citizen Corp program are the Civil Air Patrol (CAP), American Red Cross (ARC) and the Castle Valley Amateur Radio Emergency Services (ARES) which are also coordinated through County Emergency Management.
- E. The National Animal Health Emergency Response Corps (NAHERC) helps to protect public health by providing a ready reserve of private and state animal health technicians and veterinarians to combat threats to U.S. livestock and poultry in the event of a large outbreak of an animal disease.
- F. The Mountain Valley Chapter of the Red Cross will develop solutions to support the care of pets during emergencies. Based on national ARC guidance, the following is incorporated into ARC plans:
 - 1. Develop a resource list for animal welfare, boarding sites and local vets;
 - 2. Provide referral and pet care information to shelter residents;
 - 3. Provide feeding assistance to pet shelter workers;
 - 4. Coordinate with local emergency management in disseminating information to the media; and,
 - 5. Offer pet first aid courses to support preparedness.

XI. RESPONSE CONCEPT OF OPERATIONS

The concept of operations detailed below depicts the county's overall approach to emergency response situations. It describes what should happen, the order in which it should happen and under whose management. This will be expanded upon in the ESF and incident specific annexes of this plan.

Dependent upon the nature and scope of the emergency situation, response activities will be conducted under the command and management of one or all of the Emery County Policy Group members. See ESF #5-Emergency Management for more detailed information. The members of the Emery County Policy Group are:

- A. Emery County Commission;
- B. Emery County Sheriff;
- C. Emergency Management Director;
- D. Emery County Clerk/Auditor;
- E. Emery County Human Resources Director;
- F. Emery County GIS Department Head;
- G. Emery County Attorney; and
- H. Other Emery County/City Officials as appropriate for the emergency.

The members of the Municipalities Emergency Policy/Administration Group may consist of the following:

- A. Mayor;
- B. Council Members;
- C. Manager/Clerk;
- D. Police Chief;
- E. Emergency Management Coordinator;
- F. Designees as necessary.

Once notified of an emergency situation, the notified Policy Group member(s) will ensure that the other members are notified, as appropriate.

In the large majority of incidents, the County Emergency Management Director will activate the EOP and incident coordination will occur at or near the scene of the incident. In a major incident, the Emergency Operations Center (EOC/MOBILE COMMAND POST) would be activated. The EOC is located in the Emery County Sheriff's Office, 1850 North 550 West, Castle Dale or in the MOBILE COMMAND POST. Activation is based on the level of the emergency. The purpose of the EOC/MOBILE COMMAND POST is to provide a central location from which government at any or all levels can provide intra-agency and multiagency coordination and executive decision making for managing disaster response and recovery. The type and level of EOC/MOBILE COMMAND POST activation levels are shown in the table below:

Type of Incident	EOC/MOBILE COMMAND POST Activation Level	Personnel Required
Unusual occurrence or minor emergency (Level 4 Response)	Staff Only Activation	Emergency Management Staff Only
Small-scale emergency requiring limited EOC/MOBILE COMMAND POST support and coordination (Level 3 Response)	Limited Activation	EM Staff supplemented by limited and incident-specific emergency-related personnel
Potential large-scale emergency or disaster (Level 2 Response)	Partial Activation	Limited Policy Group, Key Responders, EM Staff and Support Staff
Full-Scale Emergency (Level 1 Response)	Full Activation	Policy Group, Full Response and Support Staff

Notification of the emergency and activation of the EOC/MOBILE COMMAND POST will be made to the appropriate response personnel utilizing the automated call down system when required. See ESF #2-Communications for more detailed information on alert and notification procedures.

Organizations or departments reporting to the EOC/MOBILE COMMAND POST may include but are not limited to:

- A. Emery County Commission;

- B. Emery County Attorney;
- C. Emergency Management;
- D. Law Enforcement;
- E. Fire/Hazardous Materials;
- F. Engineering/Public Works;
- G. Public and Environmental Health;
- H. Emergency Medical Services;
- I. Emery County School District;
- J. Human Services Staff;
- K. Public Information Team;
- L. Red Cross/Mass Care;
- M. State, Federal and other liaisons;
- N. Utilities, if required; and,
- O. Finance.

Note: See the EOC/MOBILE COMMAND POST Organizational Chart and the ESF Matrix of Primary and Support Agencies.

The Emery County Sheriff will dispatch deputies for traffic and access control, as appropriate, as well as EMS and fire/hazmat when needed. See ESF#4-Firefighting, ESF#8-Public Health and Medical Services, and ESF #13 - Public Safety and Security for more detailed information.

The Castlevue Hospital will be alerted by EOC/MOBILE COMMAND POST staff if casualties are anticipated and emergency medical services are required.

For emergencies confined to a limited area (i.e. house fires, hazardous materials incidents, etc.), required population protection actions may be implemented by the Incident Commander (IC) at the scene of the hazard.

In a disaster situation, protective action decisions will be made by the Emery County Policy Group. Protective action instructions will be enforced by ESF #5 - Emergency Management.

Protective action directions and emergency information will be provided to populations at risk by Emergency Alert System (EAS) messages, reverse 911 system (Code Red), press releases, route alerting and/or door-to-door notification (if prudent) and continue at appropriate intervals. See ESF #2-Communication and ESF #15 - Public Information, for more detailed information.

If evacuation is ordered, reception centers and/or shelters will be provided for emergency feeding and/or lodging accommodations. See ESF #6 – Mass Care, for more detailed information.

If county resources are insufficient to accomplish emergency functions, resources will be requested according to established emergency procedures by declaring a local State of Emergency and requesting assistance from the State of Utah through the Department of Public Safety, Division of Emergency Management.

Requests for assistance during a declared emergency can also be made by the state to other political subdivisions within Utah under the provisions of the Statewide Mutual Aid Act and to other states through the Emergency Management Assistance Compact (EMAC).

The Emery County Policy Group will coordinate operations, resources and conflict resolution. See ESF #15 - Public Information.

In the early stages of phase four, recovery, Emery County will ensure that all appropriate actions are taken to: thoroughly assess the impacts from the disaster; provide life support needs to disaster survivors; restore infrastructure lifelines; return people to their homes, if evacuated; remove debris when necessary; and, ensure that Emery County residents, response agencies and business owners eligible for reimbursement or relief funds, if available, are identified, contacted, matched to aid, certified and issued checks as appropriate.

Long term Community Recovery and Mitigation activities are detailed in ESF#14.

A. Operational Responsibilities

The EOC/MOBILE COMMAND POST has five functions:

1. Direction and Control (broad guidance, not tactical)
2. Situation Assessment and Information Analysis
3. Intra- and Multiagency / Jurisdictional Coordination
4. Priority Establishment
5. Resource Allocation

For Emery County, the EOC is a fixed facility. The Sheriff's Office may also deploy the MOBILE COMMAND POST to serve as the EOC/MOBILE COMMAND POST.

B. Policy Group

Emergency Management – ESF #5. The Emery County Board of Commissioners, the Emery County Sheriff, the Emergency Management Director and other Emery County officials will form an Emery County Policy Group which will support and coordinate emergency operations from the Emery County Emergency Operations Center (EOC/MOBILE COMMAND POST).

The EOC/MOBILE COMMAND POST serves as the central coordination facility for support and coordination of county emergency response activities/agencies during an emergency or disaster. An alternate EOC/MOBILE COMMAND POST, if needed, may be established at the Emery County Administration Building located at 75 East Main, Castle Dale.

C. Operations Group

The EOC/MOBILE COMMAND POST Operations Group is responsible for the central coordination and control of overall emergency response and support functions. Multi-jurisdictional response operations, if required, will be coordinated with appropriate local, county, state and federal jurisdictions, volunteer organizations, local businesses and private industries according to established NRF and ESF guidelines. Emery County EOC/MOBILE COMMAND POST emergency response and support functions are outlined below.

1. **Law Enforcement – ESF #13.** The Emery County Sheriff is responsible for Law Enforcement - ESF #13. Under the direction of the Sheriff, or designee, will report to the EOC/MOBILE COMMAND POST to serve as the Law Enforcement Coordinator in the Operations Group.

The Law Enforcement Coordinator will manage and coordinate law enforcement functions throughout the county to execute effective response operations. Law enforcement departments and agencies in Emery County include:

- a. Emery County Sheriff's Office
- b. Utah Highway Patrol
- c. Utah State Adult Probation and Parole
- d. Utah State DNR

Auxiliary personnel may also include Emery County Search and Rescue personnel and other reserve officers in various agencies throughout the county.

2. **Search and Rescue – ESF #9.** The primary agency for handling search and rescue activities is the Emery County Sheriff's Office, supported by local fire departments and other volunteers.

3. **Fire Fighting – ESF #4.** During times of emergency or disaster, the Chairman of the Emery County Fire Protection Special Service District is responsible for managing ESF #4 - Fire Fighting. When appropriate, the Chairman, or designee, will report to the EOC/MOBILE COMMAND POST to serve as the EOC/MOBILE COMMAND POST Fire Coordinator in the Operations Group. City Fire Department Chiefs will be responsible for fires within incorporated jurisdictions. The Fire Coordinator will manage fire fighting functions in coordination with various fire agencies throughout the County to execute effective response operations. Fire departments and agencies in Emery County include:

- a. Castle Dale Fire Department
- b. Huntington Fire Department
- c. Green River Fire Department
- d. Elmo Fire Department
- e. Cleveland Fire Department
- f. Orangeville Fire Department

- g. Ferron Fire Department
- h. Emery Fire Department

Auxiliary resources may also include personnel and equipment from the State Interagency Fire Center, the Bureau of Land Management and State Lands and Forestry.

4. **Resource Support – ESF #7.** (To be appointed) Resource Support assists Emergency Management with acquiring needed resources before, during and/or after incidents requiring a coordinated multi-agency or multi-jurisdictional response. Often this will be handled within response organizations or through mutual aid. In a major disaster this may be personnel from the Emery County Clerk/Auditor’s Office.

5. **Hazardous Materials (HazMat) Response – ESF# 10.** The Emery County Emergency Manager, or designee, is responsible for coordination of Hazardous Materials – ESF #10, under the direction of the Sheriff. When appropriate, the HazMat Team Leader, or designee, will report to the EOC/MOBILE COMMAND POST to serve as the EOC/MOBILE COMMAND POST HazMat Coordinator in the Operations Group.

Through the statewide Mutual Aid agreement, the HazMat Team Leader will coordinate with the designated Regional HazMat Team members from the Southeastern Utah or the Uintah Basin Regions to execute effective response operations. Regional HazMat Team members are drawn from various law enforcement, EMS, environmental health and fire fighting agencies. The Regional HazMat Response Plan will be implemented.

In an extreme or prolonged incident, the HazMat team may request the Utah Army National Guard (UNG) Civil Support Team (CST) which has HazMat response capabilities. UNG resources are only activated by the Governor through a request to Utah DEM.

6. **Emergency Medical Services - ESF #8.** During times of emergency or disaster, the Castlevue Hospital Emergency Coordinator and the Emery County EMS Director, supported by the Southeastern Utah Health Department Coordinator, are jointly responsible for executing Public Health and Medical Services (EMS) - ESF #8 and specifically managing available medical personnel, facilities and equipment.

The designated Medical Coordinator will respond to the EOC/MOBILE COMMAND POST to coordinate with the Medical Officer and the EMS Director in executing effective emergency medical response functions. Support EMS personnel may also be requested through statewide mutual aid from neighboring counties.

7. **Health Department/Environmental Health –ESF #8.** During times of emergency or disaster, the Southeastern Utah Health Coordinator is responsible for ESF #8 Public Health and Medical Services and a support agency for ESF #6 Mass Care, Housing and Human Services. Medical personnel will be required to staff any county activated reception centers; coordinate with public works agencies and the American Red Cross to ensure that reception

centers and shelters are sanitary and equipped with appropriate health and medical supplies and assume management of all health and medical resources during evacuation.

The Environmental Health Coordinator will ensure the purity and integrity of all water systems in Emery County, inspect reception centers and shelters for correct food handling procedures, ensure the absence of hazardous materials in populated areas, and provide a representative to the Recovery Planning Group.

A Public and Environmental Health Coordinator shall report to the EOC/MOBILE COMMAND POST and be prepared to interface with the EOC/MOBILE COMMAND POST Administrative Coordinator, the American Red Cross, Public Works and School Coordinators, as well as the State Departments of Public Health, Environmental Quality, Agriculture and Food and other appropriate county, state and federal agencies. The Southeastern Utah Health Department building is located at 25 West Main, Castle Dale.

8. **Mass Care, Housing and Human Services – ESF #6.** (To be appointed)The Mountain Valley Chapter of the ARC, working with the Emery County Emergency Management, plans and provides training to local volunteers in the management of mass care facilities, i.e. shelters and/or reception centers.

An ARC representative shall report to the EOC/MOBILE COMMAND POST to coordinate with the Emery County EOC/MOBILE COMMAND POST Administrative Coordinator and the Health, Medical, Human Services and School Coordinators to provide emergency feeding and lodging accommodations and other human services to evacuees or displaced persons, as well as school children and other functional access needs populations. The ARC ensures that shelters are opened, safe, sanitary, well-ventilated and equipped with the appropriate personnel and supplies to meet evacuee needs.

The Emery County Human Services Coordinator is responsible for assisting survivors with functional access needs under ESF #6. A Human Needs Coordinator from Emery County Aging and Adult Services will report to the EOC/MOBILE COMMAND POST to coordinate support and assistance for requirements such as:

- a. Crisis counseling;
- b. Aging and Adult Services;
- c. Hearing impaired, blind and handicapped services;
- d. Language interpretation;
- e. Clergy/religious support;
- f. Animal Control and Shelter; and
- g. Functional access needs population and other transportation needs

The Human Needs Coordinator will report to the EOC/MOBILE COMMAND POST and work in conjunction with local and state mental health providers, functional access needs groups,

religious organizations, law enforcement and other volunteer or civic organizations to assist survivors to the greatest extent possible with available resources.

The Emery County School District Superintendent or representative will coordinate all school-related functions and may report to the EOC/MOBILE COMMAND POST, working closely with the Red Cross and the EM Director. The Schools Coordinator will establish contact and communications with the School District Office as well as all impacted schools to execute effective response operations. For a complete listing of schools, points of contact and phone numbers see Attachment 1 to ESF # 6 - Mass Care, Housing and Human services.

9. **Transportation – ESF #1.** The Assistant School District Superintendent or designee over Facilities and Transportation or representative will report to the EOC/MOBILE COMMAND POST to manage school bus transportation resources in conjunction with the School Bus Coordinator who will dispatch buses and drivers from the Bus Garage located at 955 North Center, Castle Dale. Each bus is equipped with 156 VHF radio communications.
10. **Agriculture and Natural Resources – ESF #11.** Utah State University Extension Office. This ESF includes five primary functions: providing nutrition assistance; responding to animal and plant diseases and pests; ensuring the safety and security of the commercial food supply; protecting NCH resources; and, providing for the safety and well-being of household pets. At the local level this will most likely be handled by the Utah State Extension Office working closely with the Health Department and local veterinarians. State assistance will be likely during a major disaster.
11. **Public Works – ESF #3.** (To be appointed) During times of emergency or disaster, the Public Works Coordinators are responsible for all sanitation systems, temporary landfills, the repair and maintenance of county and state roads, the inspection of public and private buildings, mass care facilities and dwellings for safety and sanitation. Equipment or manpower or other resources may also be provided to assist with evacuation or other protective actions.

The Public Works Coordinators shall report to the EOC/MOBILE COMMAND POST prepared to work with the Health Coordinators, the ARC, and the Policy Group and outside support jurisdictions, if required, to provide assistance to the maximum extent possible with existing resources.
12. **Energy/Utilities - ESF #12.** (To be appointed) The term energy includes producing, refining, transporting, generating, transmitting, conserving, building, distributing, maintaining and controlling energy systems and system components. All energy systems are considered critical infrastructure and in that light a coordinator(s) will report to the EOC/MOBILE COMMAND POST to act as liaison to the utility companies whose field representatives may be stationed at the Incident Command Post (ICP).

The EOC/MOBILE COMMAND POST shall develop and maintain an energy emergency 24-hour Points-of-Contact lists with information unique to Emery County. If information is inadequate, the liaison may contact the State EOC/MOBILE COMMAND POST for assistance in making contact with an energy supplier, or related entity.

- 13. Emergency Management – ESF #5.** During times of emergency or disaster, Emery County Emergency Management will designate a Hazard Analyst who reports to the EOC/MOBILE COMMAND POST to study the incident and provide the Policy Group with information on the geographic area potentially threatened by the hazard and any special county activities or road work effecting potential evacuation routes.
- 14. Information Coordination - ESF #5.** During times of emergency or disaster, a designated Information Coordinator will report to the EOC/MOBILE COMMAND POST and make all designated notifications, provide situation reports and updates to the State EOC/MOBILE COMMAND POST, neighboring counties, and verify staff positions have been filled and EOC/MOBILE COMMAND POST activation tasks are performed.
The Information Coordinator also directs telephone and e-mail traffic to appropriate parties in the EOC/MOBILE COMMAND POST.
- 15. Finance Coordination – ESF #5.** (To be appointed) During times of emergency or disaster the Finance Coordinator will report to the EOC/MOBILE COMMAND POST and ensure that all documentation and paperwork requirements are being satisfied on a daily basis to assist with any claims processing or cost accounting required for federal assistance funds. The Finance Coordinator will provide additional forms and assistance to all response agencies and the public as needed.
- 16. Communications – ESF #2** Emery County Communications will be managed by a representative from the Price DPS Dispatch Center, Emery County Sheriff's Office and an Amateur Radio Operator. They will report to the EOC/MOBILE COMMAND POST and are responsible for the overall management and maintenance of the emergency communications systems. Communications is responsible for ensuring that established emergency communications operational protocols and guidelines are followed throughout response and recovery operations. In multi-jurisdictional response operations, Communications may manage communications functions in conjunction with appropriate local, county, state and federal jurisdictions and volunteer organizations.
- 17. Public Information – ESF #15** (To be appointed) The Emery County Public Information Officer will report to the EOC/MOBILE COMMAND POST and perform all required public information services according to established guidelines. If necessary, and depending on the scope of the emergency, the Public Information Officer will activate a support team and move the public information operations to the Joint Information Center as needed. In multi-jurisdictional operations, the Public Information Officer will coordinate with appropriate local, county, state and federal jurisdictions and all media representatives.

D. Administration and Logistics

1. PLAN DEVELOPMENT AND MAINTENANCE

The plan will be reviewed annually and updated/changes documented. Bi-annually, plan updates will be published and distributed to all documented holders of plans. All tasked organizations will assign an individual to work with emergency management staff to maintain this plan. It is the responsibility of all tasked organizations to develop and maintain standard operating guidelines for response activities documented in this plan.

2. FINANCIAL MANAGEMENT

During an emergency, detailed records must be kept for tracking and reporting purposes. Pictures are extremely important to document all types of loss and/or damages and areas needing repair or reconstruction.

Documentation, to include the aforementioned pictures, is required on the utilization of all personnel and equipment for financial reporting and reimbursement requests. Copies of reporting forms will be provided to the appropriate agencies in the Emery County EOC/MOBILE COMMAND POST, and are listed below:

- a. Maintain and update all status reports* for emergency operations .
- b. Supply status reports to the Policy Group and Recovery Planning Group as requested.
- c. Force Account (Labor) Record*
- d. Force Account Equipment Record*
- e. Materials Record*
- f. Contract Equipment Record*
- g. Contract Services Record*

*These forms are required by DEM/FEMA to request financial reimbursement and will be provided to the accounting workstation at the requested time.

Other administrative responsibilities include but are not limited to:

- a. Maintain current internal personnel notification rosters and standard operating guidelines to perform assigned tasks.
- b. Negotiate, coordinate, and prepare mutual aid agreements, as appropriate, to ensure sustained operations when necessary.
- c. Provide for continuity of operations.
- d. Ensure lines of succession for management positions.
- e. Protect records, facilities, and equipment essential for sustained emergency operations.
- f. Ensure protection of response personnel by providing appropriate protective equipment, training, and security at response facilities.

3. LOGISTICS MANAGEMENT

All tasked organizations will make available the services and equipment normally utilized to perform emergency operations. All equipment will be maintained in good working order. If equipment is stored within the hazard area, this equipment may have to be relocated to sustain response operations. Since communication is vital to effective response operations, organizations must:

- a. Maintain communications resources assigned.
- b. Work with the Communications Group to ensure equipment and procedures are compatible.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

I. PURPOSE

This section tasks departments within local government with emergency functions in addition to their normal duties. Each department is responsible for developing and maintaining their own emergency standard operating procedure. Specific responsibilities are outlined below under the section entitled "ASSIGNMENT OF RESPONSIBILITIES". Responsibilities for certain organizations that are not a part of local government are also outlined. A matrix of organizations and areas of responsibility are included to show the primary and supporting roles (see Table 1-1).

II. ORGANIZATION

A. Policy/ Administration Group

1. Emery County Emergency Policy/ Administration Group may consist of the following
 - a. Emery County Board of Commissioners
 - b. Emery County Sheriff
 - c. Emergency Management Director
 - d. Emery County Clerk/Auditor
 - e. Emery County Human Resources Director
 - f. Emery County GIS Department Head
 - g. Emery County Attorney; and
 - h. Other Emery County/City Officials as appropriate for the emergency
2. The Municipalities Emergency Policy/Administration Group may consist of the following:
 - a. Mayor
 - b. Council Members
 - c. Manager/Clerk
 - d. Police Chief
 - e. Emergency Management Coordinator
 - f. Designees as necessary.

B. Support/Coordination Groups

1. The Emergency Operations Groups consist of representatives from predetermined governmental and volunteer agencies.
2. The Emergency Operations Group is organized under the Incident Command System and is assigned accordingly.
3. These groups are tasked with implementation of Policy/ Administration Group decision.

C. Operations Group

1. Emery County Operations Group consists of the individuals who are in the field.
2. The Emergency Operations Group is organized under the Incident Command System, and is assigned accordingly.
3. This group is tasked with carrying out operations in the field.

D. Assignment of Individual Responsibilities

1. Chairperson, Emery County Board of Commissioners or Designee

- a. Carry out appropriate provisions of the Utah Code, in addition to County Ordinances relating to emergencies.
- b. Declare a State of Emergency for Emery County.
- c. Execute the Emery County Emergency Operations Plan.
- d. Implement other measures as necessary to provide for the protection of life and property.
- e. Clear information with the Incident Commander and county PIO before releasing any information to the media.
- f. Coordinate emergency response actions with elected officials from adjoining jurisdictions.
- g. If Chairperson is not available another individual will be designated.

2. Commission Members

- a. Serves as lead and primary point-of-contact for the Policy Group.
- b. Implement the County Emergency Plan by the authority of the Chairman of the County Board of Commissioners or Designee.
- c. Adopt or change policies.
- d. Make policy decisions.
- e. Keeps county government functioning throughout the emergency. Develop and implement plans to provide governmental services throughout the emergency.
- f. In cooperation with the County Attorney's Office, manage contract control as needed to carry out emergency operations.

- g. Upon approval of the Chairman of the Board of Commissioners, or his successor, initiate Declaration of State Emergency and supporting documents.
- h. Serve as Liaison with local municipalities to ensure continuity and coordination throughout the incident.
- i. Direct county agencies and encourage allied agencies to develop and continually update emergency plans and standard operating procedure (SOPs) relating to emergency response.
- j. Support the Utah Department of Public Safety –Division of Emergency Management (DEM) in the development of periodic exercises and test of the emergency systems.
- k. Function as the official spokesman and Public Information Officer or assure that a qualified trained PIO is in place.
- l. Clear information with the Incident Commander and county PIO before releasing any information to the media.
- m. Coordinate emergency response actions with county officials from adjoining jurisdictions.
- n. Implement direction and policy making functions as necessary to provide for optimum protection of public health and safety within the county.
- o. Authorize requests for state and federal aid.
- p. Appoint designee for Air Operations conducted during emergency/disaster situations.
- q. Provide personnel to support EOC operations in accordance with EOC Plan.

3. County Attorney

- a. Prepares proclamations, emergency ordinances and other legal documents.
- b. Advises the EOC Director and Policy Group on legality and/or legal implications of contemplated emergency actions and/or policies.
- c. Develops rules and regulations and ordinances required for acquisition and/or control of critical resources.
- d. Develops rules and regulations to provide legal basis for evacuation and/or population control.
- e. Commences civil and criminal proceedings as necessary and appropriate to implement and enforce emergency actions.
- f. Maintains a liaison with state and municipal legal officials.
- g. Establishes areas of legal responsibility and/or potential liability.
- h. Assist in the preparation of agreements/contracts with municipalities and other agencies to ensure compliance with state and local ordinances.

4. Mayors

Mayors or their designee may declare a State of Emergency for the municipality. Mayors may designate the City Manager or his/her designee to carry out the functions listed below:

- a. Utilize and commit municipal personnel, facilities and equipment resources in support

- of Emery County Emergency/Disaster Response operations.
- b. Perform assigned duties according to Utah Code and local ordinances.
- c. Carry out appropriate provisions of the Utah Code, in addition to local ordinances relating to emergencies.
- d. Execute the EOP in harmony with Emery County Emergency Operations Plan.
- e. Implement other measures as necessary to provide for the protection of life and property.
- f. See that succession of authority is available if needed.

5. County Emergency Management Director

- a. Develop and carry out plans and standard operating procedures for emergency management operations during emergency and disaster situations.
- b. Perform assigned duties according to Utah Code and local ordinances.
- c. Develop and carry out plans in accordance with federal and state procedure.
- d. Evaluate incident(s) and determine if the EOC should be activated and at what level.
- e. Notify personnel to support EOC operations in accordance with EOC Plan.
- f. Develop and maintain a current notification list of emergency operations personnel. This constantly updated list should also be distributed to the County Dispatch Center and allied agencies.
- g. Provide for delivery of programs to properly train the emergency management organizations.
- h. Maintain a current list of available resources.
- i. Coordinate the procurement of resources requested from municipalities within the county and direct aid to areas where needed.
- j. Contract with private resource providers in those cases where county resources cannot meet resource or recovery requirements.
- k. Request additional resources from the state in those cases where county resources cannot meet resource or recovery requirements.
- l. Coordinate exercises and test of the emergency systems within the county.
- m. Alert and activate, as necessary, the County Emergency Management Organization when informed of an emergency within the county.
- n. Submit necessary emergency information and report to the proper agencies during emergency and disaster events.
- o. Assume the role of the EOC Director.
- p. Maintain liaison with municipal, county, state and federal agencies as necessary to support operations.
- q. Serve as the Community Emergency Coordinator as defined by SARA Title III and The Local Emergency Planning Committee.

- r. Coordinate emergency response actions with Emergency Management Coordinators in adjoining jurisdictions.
- s. Serve as advisor for emergency operations during emergency/disaster.
- t. Maintain operational readiness of the county EOP/MOBILE COMMAND POST.
- u. Perform hazard analysis to determine potential evacuation areas and evacuation routes.
- v. Identify and arrange for suitable shelter locations.
- w. Authorize the release of any information to the media.
- x. Responsible for the Direction and Control section of the Emergency Operations Plan.
- y. Use NIMS and coordinate with Incident Command.

6. County Planning Department

- a. Provide personnel to support EOC operations in accordance with EOC Plan.
- b. Provide statistical data, demographics and projections for populations at risk.
- c. Collect and process all information and intelligence.
- d. Assemble information on alternate strategies.
- e. Initiate planning for recovery in the disaster area(s).
- f. Maintain an Activity Log and ensure documentation of personnel and equipment used during the emergency.
- g. Determine weather conditions and keep the EOC updated.
- h. In cooperation with the County Clerk/Auditor, keep accurate and detailed records of regular and overtime hours spent responding to and recovering from the emergency.

7. County Geographical Information Systems (GIS)

- a. Provide personnel to support EOC Operations in accordance with EOC Plan.
- b. Provide maps, charts and graphs to support emergency operations.
- c. Support mapping application during emergency operations.
- d. Provide demographic information during emergency operations.
- e. In cooperation with the County Clerk/Auditor, keep accurate and detailed records of regular and overtime hours spent responding to and recovering from the emergency.
- f. Maintain an Activity Log and ensure documentation of personnel and equipment used during the emergency. Precise information is essential to meet requirements for reimbursement by the state and federal governments.

8. County Sheriff

- a. Develop and maintain standard operating procedures for law enforcement operations during emergency and disaster situations.
- b. Provide personnel to support EOC operations in cooperation with EOC Plans.
- c. Provide direction and control for law enforcement operations.
- d. Plan for, coordinate and provide personnel for search and rescue operations for stranded, missing or lost persons.

- e. Coordinate/provide security for the EOC, damaged areas, vital facilities and equipment, staging areas and shelter operations as needed.
- f. Assist Communications with the Warning and Notifications process for the affected population of any existing or impending emergency/disaster.
- g. Coordinate traffic control and other law enforcement activities throughout the county during operations.
- h. Direct the evacuation of citizens and serve as the evacuation manager.
- i. Function as or designate the official Public Information Officer for law enforcement operations.
- j. Using the Animal Protection Plan (ESF # 11) assist with animal control issues.
- k. Request State Emergency status and establish curfews as necessary.

9. County Communications Director (Central Dispatch)

- a. Establish and maintain the communications network for two-way communications between the EOC and the field emergency response resources.
- b. Provide for the dissemination of warning information to emergency response personnel.
- c. Coordinate the Warning and Notification process for the affected population of any existing or impending emergency/disaster.
- d. Develop and maintain standard operating procedures for communications center operations during emergency events.
- e. Identify radio repair capabilities and maintenance operations for emergency repairs.

10. Municipal Law Enforcement

- a. Develop standard operating procedures for disaster operations in support of the County Emergency Operations Plan.
- b. Be aware of local traffic control points for regional evacuations affecting the municipality.
- c. Identify local emergency evacuation routes from high hazard areas.
- d. Anticipate resources needed to support local law enforcement activity during emergencies and plan for timely resource requests.
- e. Assist in notifications and warning of the general public, primarily in their respective jurisdiction.
- f. Provide security of shelters, care facilities, businesses and property damaged areas as possible.
- g. Assist with initial impact assessment.
- h. Assist with re-entry of evacuees into damaged areas.
- i. Manages law enforcement resources and directs traffic control and law enforcement operations.

11. County Public Information Officer (County Sheriff designee)

- a. Activate the Joint Information Center if necessary.
- b. Develop and maintain standard procedures for public information operations during emergency and disaster operations.
- c. Maintain current inventories of public information materials to include weather preparedness, family preparedness, etc.
- d. Coordinate all county/city media releases with appropriate agencies or jurisdictions during an emergency situation.
- e. Coordinate media releases with Southeastern Utah Health Department during an emergency situation.
- f. Coordinate with all Public Relations/Public Information Officers of private emergency related businesses (hospitals, Gold Cross, etc.) for media releases during an emergency situation.
- g. Provide for rumor control and emergency instructions and direct information for the public at the time of the disaster or emergency.
- h. Develop media advisories for the public.
- i. Function as the official spokesperson for the county/city during emergencies.
- j. Clear information with the Incident Commander or Chief Executive before releasing any information to the media.
- k. Ensure that all sources of information being received are authenticated and verified for accuracy.
- l. Advises the Emergency Manager and CEO on matters of emergency public information.
- m. Establishes and maintains a working relationship with local media.
- n. Prepares a call down list for disseminating emergency public information to groups that do not have access to normal media.
- o. Prepares emergency information packets for release; distributes pertinent materials to local media prior to emergencies; and ensures that information needs of visually impaired, hearing impaired and non-English speaking audiences are met.
- p. Coordinates with the animal care and control agency to obtain information for dissemination to the public on the appropriate action that should be taken to protect and care for companion and farm animals and wildlife during disaster situations.

12. Chairman of Emery County Fire Protection Special Service District

- a. Coordinate county-wide fire operations.
- b. Identify fire service requirements and request mutual aid as required.
- c. Prioritize mission request for out-of-county mutual aid resources and assign resources as appropriate.
- d. Provide reconnaissance of emergency scene(s).
- e. Designate staging areas for out-of-county mutual aid units and assign to appropriate fire district(s).

13. Municipal Fire Departments

- a. Assist law enforcement with Warning and Notification of the affected population of an existing or impending emergency.
- b. Provide personnel to support EOC operations in cooperation with EOC Plans.
- c. Plan for coordination of fire fighting activities throughout the County during disasters.
- d. Assist in search and rescue operations.
- e. Provide direction and control during hazardous materials incidents.
- f. Assist public works department with emergency debris removal ("cut & shove") to allow for emergency vehicle response.
- g. Assist public works with lighting for night operations.
- h. Manages fire department resources and directs fire department operations.

14. County EMS Ambulance Coordinator

- a. Provide personnel to support functions in the EOC in accordance with the EOC Plan.
- b. Develop and maintain standard operating procedures for emergency medical service activities during emergency and disaster situations.
- c. Coordinate county-wide EMS operations.
- d. Provide reconnaissance of emergency scene(s).
- e. Ensure medical rescue operations are coordinated.
- f. Plan for and coordinate triage medical attention and transportation of injured survivors with local health care and EMS providers.
- g. Serve as Liaison to emergency personnel at area hospitals.
- h. Establish access and egress traffic patterns for ambulances and other authorized vehicles.
- i. Activate and manage the Mass Casualty Plan as necessary.
- j. Coordinate with area hospitals concerning receipt of patients during emergency and disaster events including mass casualties and/or HazMat contaminated patients.
- k. Coordinate with the Southeastern Utah Health Department and Human Services Director to determine emergency transportation needs for functional access needs populations.

15. Human Services – Services for People With Disabilities

- a. Provide personnel to support functions in the EOC in accordance with the EOC Plan.
- b. Develop and maintain standard operating procedures for Human Service operations during emergency/disaster situations.
- c. Coordinate and direct emergency shelter operations with the local Red Cross Chapter and Superintendent of Emery County Schools.
- d. Coordinate with the Southeastern Utah Health Department concerning needs for functional access needs population.
- e. Establish and provide shelter management staffing for functional access needs shelters, including coordination of public health and medical care needs for survivors.

- f. Provide training for shelter managers for public and functional access needs shelters.
- g. Coordinate with health, mental health and other volunteer/non-volunteer agencies, both public and private, to provide support personnel during sheltering.
- h. Coordinate transition of emergency shelter operations with Red Cross management.

16. Southeastern Utah Health Department Director

- a. Develop and maintain standard operating procedures for emergency public health operations during emergency/disaster situations.
- b. Coordinate health care for emergency shelter, including mass care facilities.
- c. Coordinate health care with private health care facilities.
- d. Coordinate with state water supply authorities to expedite emergency public water supply.
- e. Provide continuous health inspections and immunizations when appropriate to evaluate, detect, prevent and control communicable diseases.
- f. Coordinate environmental health activities for waste disposal, refuse, water control and vector/vermin control and sanitation.
- g. Coordinate with the Human Services Director in identification of functional access needs populations.
- h. Provide for inspections of mass care facilities to assure proper sanitation practices are followed.
- i. Coordinate with the proper authorities to establish a temporary morgue if necessary following an emergency/disaster.
- j. Coordinate public health nursing requirements at all Disaster Assistance Centers.
- k. Work under the direction of the Sheriff's Office to supply equipment, vehicles and personnel as available.
- l. Coordinate media releases with County Public Information Officer during an emergency situation.

17. Mental Health Director (Four Corners Mental Health)

- a. Develop and maintain standard operating procedures for mental health operations during emergency situations.
- b. Coordinate with the Director of Human Services to provide crisis counseling when necessary during emergency situations.
- c. Coordinate with and assist local health care providers to provide crisis counseling when necessary during emergency situations.
- d. Provide crisis counselors for Disaster Application Centers operated following a Presidential Declaration of Disaster.
- e. Provide for a 24-hour crisis line during periods of emergency.
- f. Maintain and provide information pertaining to mental health resources that may be utilized during emergency/disaster situations.
- g. Plan for and shelter functional access needs populations within the scope of their

expertise.

- h. Provide personnel to support EOC operations in accordance with EOC Plan.

18. County Clerk/Auditor

- a. Develop and maintain standard operating procedures for county emergency financial record keeping during emergency situations.
- b. Assist the County Assessor with documentation of disaster damage to county-owned facilities.
- c. Provide county budget information in support of the Governor's request for a Presidential Declaration of Disaster.
- d. Develop financial accounting procedures to assist local agencies in recording and reporting their emergency expenses in the establishment and management of post-disaster donated funds.

19. Damage Assessment (Assessor/Buildings Department)

- a. Develop and maintain standard operating procedures for county tax operations and records protection during disaster situations.
- b. Coordinate damage assessment teams conducting field surveys and assure teams are properly trained and equipped.
- c. Collect data, prepare damage assessment reports and forward reports to the EOC.
- d. Provide property tax information assistance for applicants at Disaster Application Center.
- e. Assist the Emergency Management Coordinator and other county or municipal agency representatives who are conducting recovery operations in prioritizing and restoration of affected facilities.
- f. Provide personnel to support EOC operations in accordance with EOC Plan.

20. USU Extension

- a. Serve as a technical specialist to the Planning Group.
- b. In cooperation with Emery County Sheriff's Office (Animal Control), assist in protection actions as identified in the County Animal Protection plan.
- c. In cooperation with the Emery County Public Information Officer, provide additional information to the public regarding consumable goods and food supplies.
- d. Provide information on Agribusiness Operations to health or social services and other appropriate agencies within the EOC.
- e. Provide personnel to support the Planning Group as needed.
- f. In cooperation with the County Clerk/Auditor, keep accurate and detailed records of regular and overtime hours spent responding to and recovering from the emergency.

- g. Maintain an Activity Log and ensure documentation of personnel and equipment used during the emergency. Precise information is essential to meet requirements for reimbursement by the state and federal governments.

21. Superintendent of Schools

- a. Develop and periodically exercise a student evacuation plan.
- b. Develop and maintain operating procedures for the safety and protection of students, faculty and other personnel during emergency situations.
- c. Provide personnel to support Emergency Operation Center operations in accordance with the Emergency Operation Center Plan.
- d. Coordinate evacuation and transportation operations for students and other evacuees during emergency situations. In cooperation with the Department of Human Services, Salvation Army and American Red Cross, manage and coordinate for evacuation to mass care facilities if needed and available.
- e. In cooperation with the Department of Human Services, Salvation Army and American Red Cross, work out arrangements to use schools and/or their food stocks for mass care.
- f. Provide support personnel, equipment and facilities as necessary (schools, lunch room personnel, etc.) for sheltering activities.

22. County Management Information System Director

- a. Develop and maintain standard operating procedures for the management of the county data processing during emergency/disaster situations.
- b. Provide support personnel for technical assistance with computer equipment, telephone and information systems during emergency/disaster activation.
- c. Provide for the protection of computerized vital records during emergency/disaster events.
- d. Provide personnel to support EOC operations in accordance with EOC Plan.

23. Amateur Radio Operators

- a. Develop and maintain a list of resources that may be used during emergency/disaster.
- b. Provide a liaison to the Emery County Emergency Operations Center during emergency/disaster activation.
- c. Transmit and receive emergency traffic as necessary during emergency/disaster events.
- d. Disassemble and relocate radio equipment to alternate Emergency Operations Center if necessary.
- e. Maintain a message log for all emergency traffic requests.
- f. Coordinate with other amateur radio operators to establish and support disaster and post disaster emergency communications.
- g. Report regularly to the Operations Officer.
- h. Provide emergency communications at shelters and other sites as needed.

24. County Human Resources

- a. Provide personnel to support EOC operations in accordance with EOC Plan.
- b. Coordinate county employee staffing to ensure county government remains operational during the emergency. Ensure departments have available personnel to carry out identified functions.
- c. Track documentation for compensation and claims for injury. Provide information on insurance coverage. Ensure the investigation of all accidents and prepare all necessary claims.
- d. In cooperation with the County Clerk/Auditor, keep accurate and detailed records of regular and overtime hours spent responding to and recovering from the emergency.
- e. Maintain an Activity Log and ensure documentation of personnel and equipment used during the emergency. Precise information is essential to meet requirements for reimbursement by the state and federal governments.

25. Red Cross/Salvation Army

Field Services of the American Red Cross will provide personnel and services as outlined in their Memorandum of Understanding with Emery County.

- a. In cooperation with the Department of Human Services, manage and coordinate mass care, food and shelter for survivors.
- b. Provide for bulk distribution of relief supplies to general public and emergency workers.
- c. Provide personnel to support EOC operations in accordance with EOC Plan.
- d. In cooperation with the Area Agency on Aging, manage the donation of goods and services necessary to carry out response and recovery efforts.
- f. Assist the Volunteer Coordinator in managing volunteers as necessary to carry out response and recovery efforts.
- g. In cooperation with the Logistics Group, coordinate citizen volunteers' and survivors' requests for assistance. Match available resources with requests for services.
- h. In cooperation with the County Clerk/Auditor, keep accurate and detailed records of regular and overtime hours spent responding to and recovering from the emergency.
- i. Maintain an Activity Log and ensure documentation of personnel and equipment used during the emergency. Precise information is essential to meet requirements for reimbursement by the state and federal governments.

26. Area Agency on Aging

- a. Provide personnel to support EOC operations in accordance with EOC Plan.
- b. Will manage the donation of goods and services necessary to carry out response and recovery efforts with the assistance of Salvation Army.
- c. Provide meals on wheels.
- d. Organize and operate the donations receiving and dispensing warehouse. Identify resources needed to operate donations warehouse.

- e. Coordinate transportation resources in cooperation with the Emery County School District (Bus Garage) and private sector agencies.
- f. In cooperation with the County Clerk/Auditor, keep accurate and detailed records of regular and overtime hours spent responding to and recovering from the emergency.
- g. Maintain an Activity Log and ensure documentation of personnel and equipment used during the emergency. Precise information is essential to meet requirements for reimbursement by the state and federal governments.

27. County Road Department

- a. Coordinate with county and municipal agencies for restoration of public road ways.
- b. Advise Policy/Administration Group regarding debris clearance and burning, waiver of permits, etc.
- c. Clear and remove debris from roadway.
- d. Provide personnel to support EOC operations in accordance with EOC Plan.

28. County Medical Examiner

- a. Medical Examiners and Coroners are responsible for the dead. Develop and maintain standard procedures for the handling of mass fatality incidents.
- b. In the event of a mass fatalities incident, operations will be coordinated by the Medical Examiner working in cooperation with the Emergency Management Coordinator and, where designated, the Utah Medical Examiner's Office Response Team's Coordinator. Coordinate with Southeastern Utah Health Department.
- c. The local funeral directors will serve as an assist group to the Medical Examiner by supplying equipment, vehicles and personnel as available.
- d. Will coordinate the establishment of temporary morgue sites as needed. Identified sites are Castlevue Hospital in Price and the National Guard Armory in Price.

29. Animal Control Officer

- a. Develop and maintain standard operating procedures for animal control activities during emergency and disaster situations.
- b. During shelter operations provide for the use of animal control resources to assist persons evacuating with domestic animals.
- c. Provide for continuation of animal and rabies control during emergency and disaster situations.
- d. Coordinate for the needs of stray pets during disaster situations.
- e. Coordinate for the needs of livestock during disaster situations.

30. Public Library

- a. Plan and provide educational and entertainment activities for long term shelters, EOC personnel and others as appropriate.

31. Warning Coordinator (Sheriff's Office)

- a. Determines warning resource requirements.
- b. Identifies warning system resources in the jurisdiction that are available to warn the public.
- c. Performs a survey to establish warning sites.
- d. Identifies areas to be covered by fixed-site warning systems.
- e. Develops procedures to warn areas not covered by existing warning systems.
- f. In coordination with State Human Services – Division of Services for People with Disabilities develop special warning systems for those with hearing and sight disabilities.
- g. In coordination with State Human Services – Division of Services for People with Disabilities develops means to give expedited warning to custodial institutions. (e.g., hospitals, nursing homes, schools, prisons)
- h. Coordinates warning requirements with the local Emergency Alert System stations and other radio/TV stations in the jurisdiction.
- i. Develops a chart of various warning systems, applicability of each to various hazards, and procedures for activating each.
- j. Coordinates planning requirements with the EOC Manager.

32. Water/Sewer Districts

- a. Coordinate with county and municipal agencies for restoration of public water systems.
- b. Coordinate with Southeastern Utah Health Department on environmental health activities for water control and sanitation.
- c. Manages public works resources and directs public works operations (e.g., water supply/treatment).
- d. Coordinates with private sector utilities (power and gas) on shutdown and service restoration.
- e. Coordinates with private sector utilities and contractors for use of private sector resources in public works-related operations.
- f. Provide personnel to support EOC operations in accordance with EOC Plan.

33. EOC Manager (Sheriff's Office)

- a. Manages the EOC as a physical facility.
- b. Oversees the planning and development of procedures to accomplish the emergency communications function during emergency operations.
- c. Ensures a sufficient number of personnel are assigned to the communications and information processing sections in the EOC.
- d. Reviews and updates listings including phone numbers of emergency response personnel to be notified of emergency situations.
- e. Designates one or more facilities to serve as the jurisdiction's alternate EOC.

- f. Ensures that communications, warnings and other necessary operations support equipment is readily available for use in the alternate EOC.
- g. Coordinates NIMS with IC.
- h. Coordinates with State Liaison.

34. Evacuation Coordinator (May be assigned by Emergency Management Director)

- a. Coordinates all evacuation planning activities with the Emergency Manager.
- b. Identifies high-hazard areas and determines populations at risk; prepares time estimates for evacuation of the people located in the different risk area zones.
- c. Identifies transportation resources (e.g., public transportation, school buses, etc.) likely to be available for evacuation operations; prepares an inventory of vehicle resources (public and private buses, public works trucks, commercial bus companies, trucking companies, ambulance services etc.)
- d. Assists facilities that provide care for functional access needs populations to develop a facility evacuation plan.
- e. Develops information for evacuees' use on the availability and location of mass care facilities away from the threat of further hazard-induced problems.
- f. Assists, as appropriate, the animal care and control agency staff's coordination of the preparedness actions that are needed to prepare for the evacuation of animals during catastrophic emergencies.

35. Castlevue Hospital, Emery Medical Center (Castle Dale), Gagon Family Medicine (Huntington) Green River Medical Center (Green River)

- a. Develop and maintain standard operating procedures for Castlevue Hospital.
- b. Activate and execute Hospitals Emergency Plan as needed.
- c. In cooperation with the EMS Coordinator, receive and care for the needs of patients during emergency and disaster events including mass casualties and/or HazMat contaminated patients.
- d. In cooperation with the County Public Information Officer clear all media releases during an emergency situation through the appropriate channels.
- e. Administrator or designee will be assigned as liaison to the Emergency Operations Center.

36. All Tasked Organizations

- a. Maintain current internal personnel notification rosters to perform assigned tasks.
- b. Negotiate, coordinate and prepare mutual aid agreements, as All Tasked Organizations includes those identified above and all other government or private sector organizations that have been assigned tasking in the EOP to perform response functions.
- c. Analyze need and determine specific communications resource requirements.
- d. Work with EOC communications coordinator to ensure equipment and procedures are compatible.

- e. Identify potential sources of additional equipment and supplies.
- f. Provide for continuity of operations by taking action to:
- g. Ensure that lines of succession for key management positions are established to ensure continuous leadership and authority for emergency actions and decisions in emergency conditions.
- h. Protect records, facilities and organizational equipment deemed essential for sustaining government functions and conducting emergency operations.
- i. Ensure, if practical, that alternate operating locations are available should the primary location suffer damage, become inaccessible or require evacuation. Alternate operating locations provide a means to continue organizational functions during emergency conditions.
- j. Protect emergency response staff. This includes actions to:
 - 1. Obtain, as appropriate, all necessary protective respiratory devices and clothing, detection and decontamination equipment, and antidotes for personnel assigned to perform tasks during response operations.
 - 2. Ensure assigned personnel are trained on the use of protective gear, detection and decontamination devices, and antidotes.
 - 3. Provide security at facilities.
 - 4. Rotate staff or schedule time off to prevent burnout.
 - 5. Make stress counseling available.
- k. Ensure the functioning of communications and other essential equipment. This includes actions to:
 - 1. Test, maintain, and repair communications and warning equipment.
 - 2. Stockpile supplies and repair equipment.

37. County Emergency Operations Center

The Emery County Emergency Operations Center is the facility that is used to coordinate a county response to any major emergency or disaster. It is located in the Emery County Sheriff's Office in Castle Dale. Security and maintenance of the County Emergency Operations Center facilities will be carried out by the Emery County Sheriff's Office. In the event the Emergency Operations Center in Emery County is threatened, an alternate Emergency Operations Center may be activated. The alternate Emergency Operations Center is the Mobile Command Post.

The levels of activation for the County Emergency Operations Center will correspond to the Levels of Response identified in the Basic Plan.

E. Organization

1. The organization to implement the County Emergency Operations Plan under emergency or disaster conditions consists of county agencies having Primary Coordinating and Support Agency roles, as specified in the functional emergency support functions.
2. Figure 1-2: Emery County Emergency Operations Center Organization Chart, details the overall response of the County Emergency Operations Plan. Direction and control is the responsibility of the Emergency Management Director, with implementation and coordination conducted by emergency management.

Figure 1-2. Emergency Operations Center Organizational Chart

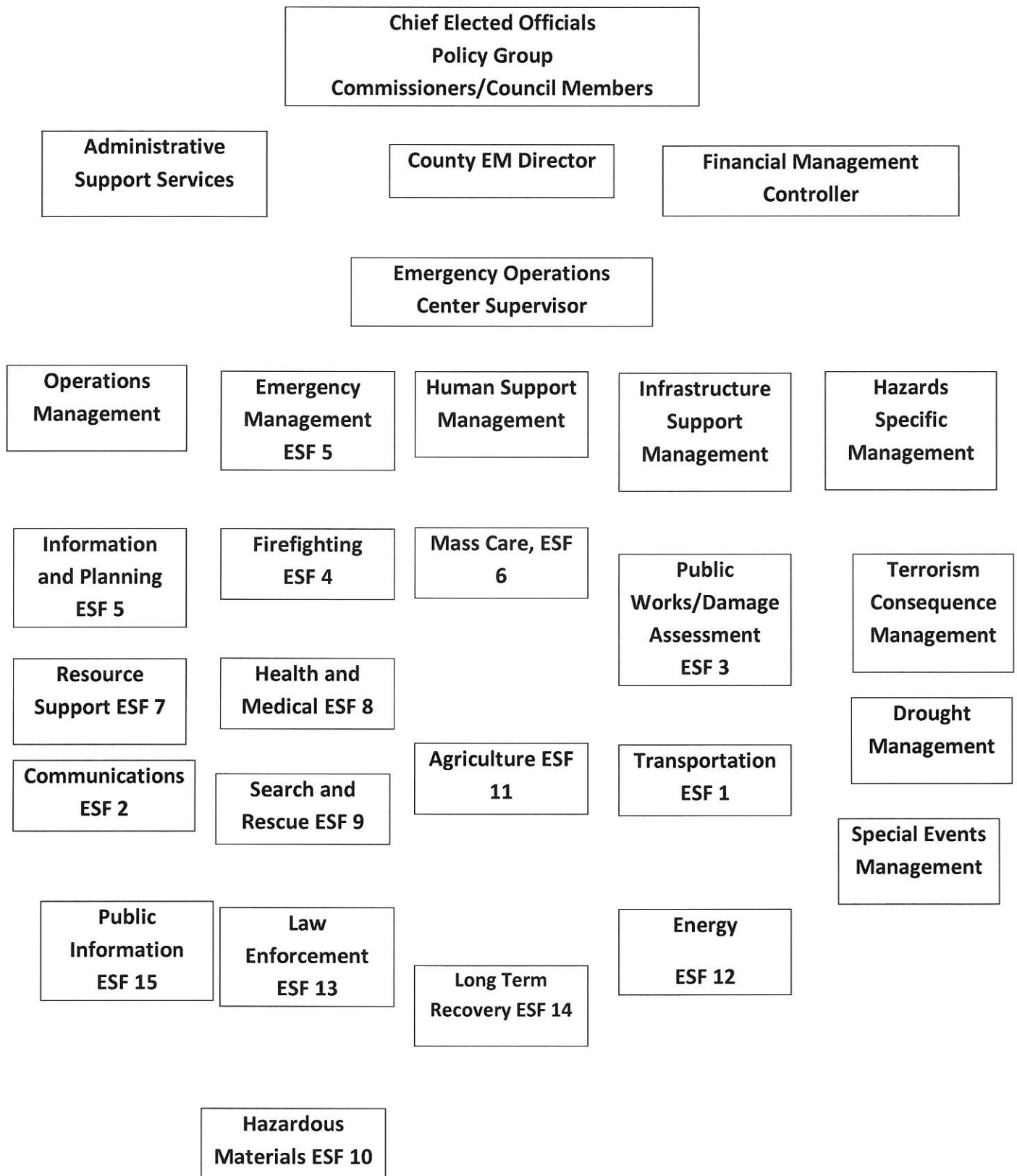


Table 1-1: Organizational Responsibilities for Response Functions

	Incident Commander	Fire	Police	Sheriff's Office	Health & Medical Cord.	Public Works	Emergency Management.	EOC Manager	Communications Coord.	Public Info Officer	Evacuation Coordinator	Mass Care Coordinator	Resource Manager	Education Department	Animal Care/Control Co	Chief Financial Officer	Volunteer Organizations	Warning Coordinator
Direction and Control	P	P/S	P/S	P/S	P/S	P/S	S	S	S	S	S	S	S	S	S	S	S	S
Communication	S	S	S	S	S	S	S	S	P	S	S	S	S	S	S	S	S	S
Warning	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	P
Public Information	S	S	S	S	S	S	S	S	S	P	S	S	S	S	S	S	S	S
Evacuation	S	S	S	S	S	S	S	S	S	S	P	S	S	S	S	S	S	S
Mass Care	S	S	S	S	S	S	S	S	S	S	S	P	S	S	S	S	S	S
Health and Medical	S	S	S	S	P	S	S	S	S	S	S	S	S	S	S	S	S	S
Resource Management	S	S	S	S	S	S	S	S	S	S	S	S	P	S	S	S	S	S

P Primary Responsibility

S Support Responsibility

P/S Depending on the nature and scope of the emergency, some jurisdictions will put one of these agencies in charge.

III. DIRECTION AND CONTROL

A. Situation and Assumptions

1. Situation
 - a. Many hazards exist within or threaten the county which have the potential to cause major emergencies and disasters and warrant centralization of the direction and control function in order to conduct effective and efficient emergency operations.
 - b. Traditionally, municipalities may open and operate municipal EOCs during a county-wide or regional emergency. Consequently, municipalities normally depend on Direction and Control from the county during times of disaster.
 - c. The county Emergency Operations Center serves as the central direction and control point for county-wide emergency response activities.
 - d. The County Emergency Operations Center (EOC) will be located in the Emery County Sheriff's Office.
 - e. The Emery County Mobile Command Post has been designated as the alternate Emergency Operations Center.
 - f. Municipalities may utilize facilities within their jurisdiction as EOCs and the county may provide staff as the situation dictates.
 - g. The County and/or Municipality EOCs will be activated upon the threat or occurrence of a major emergency/disaster and designated personnel will report to their EOC in a timely fashion.
2. Assumptions
 - a. All municipalities will not likely send a representative to the County EOC.
 - b. It is assumed that the municipalities will maintain communications with the County EOC via daily briefings, telephone, radio or fax.
 - c. Cities will act in unison with the county on such issues as proclamations, security and public information.
 - d. NIMS will be followed in all incidents.

IV. CONCEPT OF OPERATIONS

A. General

1. Direction and control of normal day-to-day emergencies of single agency response is performed by the senior officer on scene. (i.e. law enforcement, fire, rescue, EMS). This person is designated as Incident Commander. Multi-agency responses are done in accordance with local ordinances, policies and procedures. Response forces in Emery County will utilize the Incident Command System (ICS) and/or Unified Incident Command System (UICS).

2. Municipalities within the county may exercise independent direction and control of their emergency resources, outside resources assigned to the municipality by the County Emergency Operations Center, and resources secured through existing mutual aid agreements with other municipalities. Prior to activation of the County Emergency Operations Center requests for state or federal assistance will be directed to the County Emergency Management Office which will then contact the state.
3. Centralized county-wide direction and control (EOC activation) is desirable when one or more of the following situations occur:
 - a. There exists an imminent threat to the safety or health of the public.
 - b. Extensive multi-agency or jurisdiction response and coordination is necessary to resolve or recover from an emergency situation;
 - c. Local resources are inadequate or depleted and significant mutual aid resources must be utilized to resolve the emergency situation;
 - d. The disaster affects multiple political jurisdictions within the county which are relying on the same resources to resolve the emergency/disaster situation;
 - e. Local emergency ordinances are implemented to control the emergency situation.
4. The type and magnitude of any emergency event occurring in Emery County or a municipality within the county will dictate the need to activate the EOC.
5. The Chairperson of the Board of Commissioners, Sheriff, or the Emergency Management Director or designee may activate the Emery County EOC.
6. The Mayor or designee will normally request activation of a municipal EOC.
7. Emergency operations and coordination at all levels of government will be carried out according to supporting standard operating procedures.
8. Notification of EOC personnel is the responsibility of the Emergency Management Director.
9. Operational readiness of the County EOC is the responsibility of the Emergency Management Director who will normally serve as Operations Officer and EOC Director.
10. Backup electrical power is available in the EOC. The alternate EOC is the Mobile Command Post located at the Emery County Sheriff's Office. Maintenance of the backup electrical power system and generator is the responsibility of the Sheriff's Office maintenance manager.
11. Administrative decisions regarding food supplies and other incidental needs for the EOC during activation is the responsibility of the Emergency Management Director.
12. Administrative decisions regarding individual municipalities are the responsibility of the City Mayor and City Council who are the Chief Elected Officials.
13. The Emergency Management Director will activate the EOC and will establish communications with each municipality.
14. Whenever an EOC is activated or activation of an EOC appears to be imminent, the County Emergency Management Director will in turn notify the Utah Department of Public Safety – Division of Emergency Management.
15. Frequent, at least daily, staff reviews/briefings will be conducted.

B. Staffing

1. Personnel reporting to the County EOC will operate in one of the following functional groups as assigned by the EOC Director.
 - a. The Policy/Administration Group under the direction of the chairperson of the jurisdiction or his designee consist of the decision-makers of the jurisdiction and others as decided by the chairperson. This group is responsible for:
 - i. The approval of policies and strategies pertinent to the emergency/disaster operation.
 - ii. Provide leadership and decision making for implementation by the Support Group.
 - iii. In coordination with the Public Information Officer, prepare statements for release to the general public.
 - iv. Utilizing communications equipment available to the Policy/Administration Group, the members will maintain a line of communication with their respective administrators and county/municipal elected officials.
 - v. In cooperation with the Coordination Group and the Operations Officer, maintain an awareness of actions being taken in response to the emergency situation.
 - vi. The Coordination Group, under the direction of the Policy/Administration Group is responsible for supporting on scene operations including the allocation of resources.
 - b. Information: Emergency Director and Public Information Officer. Group Leader: Public Information Officer.
 - c. Communications/Notification and Warning: Emery County Communications, Amateur Radio and the Sheriff's Office. Group Leader: Emery County Communications Supervisor, or designee.
 - d. Traffic Control/ Law Enforcement/Emergency Transportation: Sheriff's Office, Utah Highway Patrol, Municipal Police Departments, and Utah Department of Transportation. Group Leader: Sheriff's Office designee.
 - e. Fire: Fire representative, Sheriff's Office. Group Leader: Chairman of Emery County Fire Protection Special Service District.
 - f. EMS: EMS representative, Sheriff's Office, Group Leader: EMS Supervisor.
 - g. Shelter/Mass Care: Department of Human Services, Health Department, Emergency Medical Services, Superintendent of Schools and American Red Cross. Group Leader: Department of Human Services designee.
 - h. Medical Emergency/Mass Casualty: Health Department, Emergency Medical Services, Castleview Hospital Group Leader: Castleview Hospital Center designee.
 - i. Animal Control: Sheriff's Office, Municipal Police Department, Health Department, Animal Control Officer. Group Leader: Sheriff's Office designee.
 - j. Utilities: Public Works, Rocky Mountain Power, Dominion Energy/Questar. Group

Leader: County or City Public Works Department Manager or designee.

- k. Damage assessment/ Recovery: Assessor's Office, Inspections Department, GIS Department, County Clerk/Auditor's Office and American Red Cross. Group Leader: County Building Department.
- l. Haz-Mat: Fire Representative, Sheriff's Office, EMS Representative, Emergency Management Director, Region Haz-Mat Team. Group Leader: Emery County Haz-Mat Leader.
- m. Donated Goods/Unmet Needs: American Red Cross, Salvation Army, Area Agency on Aging, Volunteers. Group Leaders; Area Agency on Aging Director
- n. Volunteers: American Red Cross, Salvation Army, Volunteers. Group Leader: Red Cross designee.
- o. Search and Rescue: Sheriff's Office Coordinator, Search and Rescue Commanders. Group Leader: Sheriff's Office Coordinator.