

DORCHESTER COUNTY, SOUTH CAROLINA EMERGENCY OPERATIONS PLAN



Prepared by:

Dorchester County Emergency Management Department

June 2023

**The State of South Carolina
Military Department**



OFFICE OF THE ADJUTANT GENERAL

**R. Van McCarty
MAJOR GENERAL
THE ADJUTANT GENERAL**

June 28, 2023

Mr. Thomas McNeal
Director of Emergency Management
Dorchester County
212 Deming Way, Suite 3
Summerville, SC 29483-4707

Dear Mr. McNeal:

In accordance with the provisions of Regulation 58-101 (D)(3)(f) of the South Carolina Code of Regulations (as amended), the annual certification of the Dorchester County Emergency Operations Plan has been accepted.

Sincerely,

A handwritten signature in black ink, appearing to read "K. Stenson".

Kim Stenson
Director

KS/tpm

**Emergency Management Division
2779 Fish Hatchery Road
West Columbia, South Carolina 29172
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**Dorchester County
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June 26, 2023

Director Kim Stenson
South Carolina Emergency Management Division
2779 Fish Hatchery Rd.
West Columbia, SC 29172

Dear Mr. Stenson:

In accordance with the provisions of Regulation 58-101 (D)(3)(f) of the South Carolina Code of Regulations (as amended), the Local Emergency Preparedness Standards and the Local Emergency Planning Grant (LEMPG), I have reviewed and updated the Dorchester County Emergency Operations Plan. The Emergency Operations Plan is current and comprehensive.

Respectfully,

A handwritten signature in black ink, appearing to read 'Thomas McNeal', is written over a light blue horizontal line.

Thomas McNeal

Director of Emergency Management
Dorchester County Emergency Management Department
212 Deming Way, Suite 3, Summerville, SC 29483
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**DORCHESTER COUNTY
EMERGENCY OPERATIONS PLAN**

LETTER OF PROMULGATION

Pursuant to the Authority granted in Dorchester County Ordinance #08-01, Jan 7, 2008, the Dorchester County Emergency Operations Plan (EOP) is hereby adopted and promulgated. This EOP has been coordinated with the South Carolina Emergency Operations Plan and meets the requirements set forth in the South Carolina State Law, Title 25, Chapter 1, Article 450, paragraph 2, and South Carolina State Regulations, Chapter 58, Article 1, paragraph C-1.

This EOP reflects and establishes the policy of Dorchester County as to the concept of emergency planning and operations according to the principles of the National Incident Management System (NIMS) and other state and federal directives as may be applicable. These procedures are designed to prevent the loss of life, minimize damage to property and provide immediate assistance to the victims of a disaster.

Tasks for specific emergency support functions have been assigned, where feasible, to those organizations accustomed to performing such duties as primary day-to-day responsibilities. In so charging these officials, all citizens of the County are strongly urged to render to their leaders and planners their fullest support and cooperation to avert or mitigate effects of emergencies, and enhance rapid restoration of order and recovery when a disaster does occur including their responsibility in personal preparedness. In short, citizens need to do their share of preparing for emergencies thru their family/ business plans and the acquisition of life-saving supplies.

This EOP will be activated and implemented by the County Administrator. In the event the County Administrator is not available, the Dorchester County Emergency Management Director may order the activation and implementation of this plan.

All county departments, agencies, and other involved organizations are charged with the responsibility of implementing this EOP through coordination with the Dorchester County Emergency Management Department. When necessary or appropriate, modifications, additions, or deletions will be made to this Plan and/or attachments.

This plan is effective immediately and is mandatory and binding on all County agencies and political subdivisions of the County.



Chairman, Dorchester County Council

5/20/13
Date



Dorchester County Administrator

5/15/13
Date



Director, Emergency Management Department

5/8/2013
Date

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DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
GLOSSARY

AMATEUR RADIO EMERGENCY SERVICE (ARES) - A group of amateur radio operators organized by the American Radio Relay League (ARRL) to provide emergency communications wherever and for whomever it may be needed.

AMBULANCE SERVICE (AMB)- Composed of all ambulance stations, their personnel, facilities, and equipment at county level; and upon request, local fire departments, rescue squads, neighboring county ambulance services, private ambulance services, appropriate State agencies, and military EMS organizations.

COUNTY Disaster Response Services (DSR) GROUP - The group composed of the Coordinator of the DRS, School District Superintendents, School Lunch Supervisor, Executive Director of the Carolina Low Country Chapter of the American Red Cross (ARC), Commander of the Salvation Army. These individuals or their alternates will be in the Emergency Operations Center (EOC) when the center is activated. This is a relatively new term for Emergency Welfare Services.

CITIZENS BAND (CB) - A radio service authorized by the Federal Communications Commission to provide short range communications for individuals.

CONGREGATE CARE - Refers to the provision of temporary housing and necessities for evacuees.

COUNTY RESCUE CHIEF - Is the designated Chief of the County Volunteer Fire and Rescue Squad who coordinates rescue resources and missions within the County EOC or incident command post (ICP).

CRISIS COUNSELING - Service provided by mental health professionals to psychiatric casualties such as bystanders, and relatives of disaster victims that need treatment for shock, anxiety, hysteria, or other extreme stress.

CRISIS RELOCATION - The movement of population from high risk areas to those of lower risk.

CRITICAL INCIDENT STRESS MANAGEMENT (CISM) - Actions taken and debriefings held to reduce the psychological stress on the responders to a mass fatality incident (MFI).

DISASTER RESPONSE SERVICES (DRS) - Organization composed of the Charleston County Department of Social Services (DSS), and its personnel, facilities and resources at State and County levels; the County School Districts and their personnel, facilities and resources; other State, County and Local governmental agencies; appropriate Federal agencies; and supporting private and religious organizations.

EMERGENCY ALERT SYSTEM (EAS) - Radio, TV and cable broadcast stations and non-governmental industry entities operating on a voluntary, organized basis during emergencies at national, state, or local levels.

EMERGENCY COMMUNICATION NETWORK (ECN) - This is a statewide telephone trucking network that consists of up to 200 telephones located statewide in county emergency operations centers, public safety agencies, hospitals, and other critical locations that can be used for routing and rerouting calls around troubled areas. This system is being replaced with a dedicated Internet system operated by the County EOCs and the SEOC.

EMERGENCY MORTUARY ACTIONS - The actions which are necessary to assure proper retention and/or disposition of human remains, as resolved by the MS Officer and the County Coroner in coordination with federal Disaster Mortuary Teams (DMORTs).

EMERGENCY OPERATIONS CENTER (EOC) -The site which civil government officials (municipal, county, state and federal) exercise direction and control in an emergency/disaster.

EMERGENCY PROCESSING CENTER (EPC) - Facility designated by the county to be used for the reception, temporary care, and onward transportation of evacuees. Also known as Reunification Centers.

EMERGENCY PUBLIC INFORMATION (EPI) - Material designed to improve public knowledge or understanding of an emergency.

EMERGENCY REPATRIATION - Mass evacuation of noncombatant U.S. citizens and their dependents to the continental United States from foreign countries under emergency conditions.

EMERGENCY SUPPORT FUNCTION (ESF) - A functional 'annex' in the County Emergency Operations Plan, State Emergency Operations Plan and Federal Response Plan which tasks local, state and federal agencies to provide and/or coordinate certain resources in response to emergencies or disasters.

ENGINEERING AND PUBLIC WORKS - An organization comprised of all engineering and public works personnel and resources, public and privately owned resources within the county, including local government, appropriate state agencies and volunteer organizations.

EOC OPERATIONAL STAFF - Those designated individuals who are essential for the operation of the EOC to provide for the collection, collation, and dissemination of information, make decisions and allocate resources during an emergency.

ETHICAL TREATMENT OF DEAD - Treatment of dead bodies with respect and dignity both in actions and thoughts.

EWS SERVICES - Provision for basic human needs required because of an emergency, e.g., shelter, food, clothing, information and referral, counseling, etc. These services are provided by the Emergency Welfare Service organization. See DRS previously defined.

FACILITIES - As used in this annex, pertains to roads, streets, public buildings, highways, bridges,

waterways, and highway/railroad overpasses. Some will be classified as critical.

FIRE SERVICE - Composed of all firefighting organizations, their personnel, facilities, and resources at county level, including local government, appropriate state agencies/departments, and non-government/volunteer departments.

FULL ACTIVATION - EOC staffed with sufficient personnel to effect disaster response and recovery activities.

INCIDENT COMMAND SYSTEM (ICS) - As currently defined in the National Incident Management System (NIMS), the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure with responsibility for the management of assigned resources to effectively accomplish stated objectives pertaining to an incident. Also, often implemented as a Unified or Area Command.

INTERNET ROUTED INFORMATION SYSTEM (IRIS) - A state-wide computer routing message system to allow each county to report incidents, pass messages and make requests for resources. Currently used in conjunction with the Web-EOC Internet project.

KEY ALERTERS - Those individuals responsible for notifying personnel in their groups.

LAW ENFORCEMENT SERVICE - Composed of all law enforcement organizations, their personnel, facilities, and resources at county level. Upon request, qualified commissioned personnel from state and federal agencies may be utilized.

LIMITED ACTIVATION - EOC primarily staffed by EPD and key agency representatives.

LOCAL GOVERNMENT RADIO (LGR) - A radio service authorized by the Federal Communications Commission to provide governmental entities with a system for any type of governmental communications. In SC this is low band VHF repeater system. State EMD Warning Point is net control.

MASS FATALITIES INCIDENT (MFI) - Any situation where there are more bodies than can be handled using local resources. See the Carolina Lowcountry Mass Fatalities Emergency Response Plan and those plans currently being written by the Tri - County Coroners (not contained herein).

MEDICAL SERVICE (MS) - The organization of professional, skilled and unskilled groups and individuals who will utilize all available personnel, facilities and resources provided during an emergency to assure transportation and treatment for those people who are injured, sick, aged, bed-ridden and/or institutionalized; (the purity of water, food, etc., that adequate sanitation standards are maintained and enforced and emergency mortuary service is provided).

MEDICAL SERVICE (MS) COORDINATOR - The Regional DHEC Director is designated to coordinate all elements of MS into a functional emergency organization ICW the hospital and

County EMS service.

MFI TEAM - Planning, Response, and Recovery group responsible for the successful conclusion of a mass fatalities incident. Team members will normally be comprised of various operations and logistics personnel such as the Coroner, Medical Examiners if available, EMD, Funeral Directors, Morticians, Hospital and Morgue Facilities, ARC, PIOs, FBI, Rescue, EMS, Fire, Police, NTSB, Anthropologists, Dentists, and numerous other local, state, federal and private agencies.

MILITARY AFFILIATED RADIO SYSTEM (MARS) - Is made up primarily of amateur radio operators licensed to operate in a special military communications system.

MUNICIPAL EMERGENCY OPERATIONS CENTER (MEOC) - Protected facility from which the government of a municipality conducts emergency operations during a disaster.

NATIONAL DISASTER MEDICAL SYSTEM (NDMS) - Combines Federal and non-Federal medical resources into a unified response that is designed to meet peacetime disaster needs and combat casualty overflow from a conventional armed conflict.

NATIONAL WARNING SYSTEM (NAWAS) - A nationwide dedicated voice warning network. Primary purpose is to provide the American population with information of an impending attack upon the United States. NAWAS is being replaced by a more modern communications network.

NATURAL OR MAN-MADE DISASTER SHELTERING - All shelters for emergencies or disasters not related to Population Protection Planning (PPP) will normally be managed by the American Red Cross (ARC) according to the ARC regulations. Spaces are assigned at a minimum of 40 square feet per person.

OMNI FLIGHT - Air ambulance service provided by Medical University of South Carolina.

OPERATION BULLDOZER - A list of heavy equipment providers that may be maintained by the Public Works Director at the EOC in the Transportation Desk 'black box'.

PACKET RADIO - A high-speed digital communications mode, often operated by HAMS, that interfaces computer systems with any two-way radio. This system assures the rapid, guaranteed accurate exchange of information via radio.

PARTIAL ACTIVATION - EOC staffed by EPD personnel, usually during normal or extended business hours.

PAGER ALERT WARNING & NOTIFICATION (PAWN) - A system of pagers used in conjunction with telephone system to alert county and municipal officials. Primarily placed in Area hospitals, and command centers and monitored at the Dorchester County EOC.

POPULATION PROTECTION PLANNING (PPP) SHELTERING - PPP sheltering is "war/terrorism-related" and would be required in response to a threatened or an actual nuclear war.

PUBLIC INFORMATION OFFICER (PIO) - The designated individual responsible for disseminating official information relating to emergency operations.

PUBLIC SAFETY ANSWERING POINT (PSAP) - A point which receives incoming 911 calls and furnishes emergency operators with caller information, i.e. phone numbers, addresses, etc.

PUBLIC SAFETY COMMUNICATIONS - A radio service that provides for the reception of emergency requests for assistance through 911, other telecommunications lines, radio, or alarm boxes which provides the dispatching of proper emergency services to furnish assistance as requested. Emergency services may include, but not limited to, EMS, Rescue, fire, ESD, PWD, EMD or law enforcement.

RADIO AMATEUR CIVIL EMERGENCY SERVICE (RACES) - A group of amateur radio operators authorized by the Federal Communications Commission to provide emergency Civil Defense communications.

RADIO EMERGENCY ACTION TEAM (REACT) - A group of private individuals which use the citizen band for their operations.

RECEPTION AND CARE FACILITIES - Public or private buildings in the host areas that may be used to lodge and care for evacuees. Generally, assigned space is approximately 40 square feet per person. The facility may or may not meet criteria for designation as "fallout shelter."

RESCUE SERVICE - Composed of all rescue stations, their personnel, facilities, and resources at county level, including local government, volunteer organizations, and upon request, the appropriate State agencies.

RURAL SEARCH and RESCUE (RSAR) - The effort of attempting to locate, locating, stabilizing, and removing to a secure area, such persons who are lost, stranded, injured, or in areas of danger. This involves searching by air, ground, and waterborne vehicles for missing persons.

SHELTER AREA - The geographical unit which divides the EWS shelter operations into identifiable areas.

SHELTER PLAN - The document used to direct people to the best available shelter as dictated by the situation. The plan identifies the number of and the requirement for shelter spaces.

SITUATION REPORTS (SITREPs) - Using statistical, narrative, and graphical information from response and recovery operations that help paint the overall picture of the situation. SITREPs

should include information pertaining to major actions taken unmet needs and recommended actions, priority issues and request, and an overall narrative situation.

STATE COORDINATING OFFICER (SCO) - The Governor has tasked the Executive Director of the Department of Natural Resources Department, or his designee, as the SCO for the state of SC. The SCO coordinates RS&R operations as a supplement to local resources. The Adjutant General is the SCO for Urban Search & Rescue.

SUPPLY AND PROCUREMENT SERVICE - Composed of all supply and procurement sources and resources, both public, private, and those not otherwise under Federal or State control, located in Charleston County prior to or entering the county after disaster. See ESF-7.

SUPPLY AND PROCUREMENT - The acquisition, use, and payment for those commodities and services necessary during and after a disaster.

TELECOMMUNICATIONS - all telephone services, fixed, cellular, and individual pagers used to support the agencies and activities of the EOC including FAX, before, during, and after an emergency.

TRANSPORTATION SERVICE - All County, public, private, and volunteer organizations within the County that can be used in support of emergency operations.

UNIFIED COMMAND - A method for all agencies or individuals who have jurisdictional responsibility, and in some cases those who have functional responsibility at the incident, to contribute to determining overall objectives for the incident, and selection of a strategy to achieve the objectives.

URBAN SEARCH and RESCUE (USAR) - The process of locating, extricating, and providing immediate medical treatment of victims trapped in collapsed structures.

UTILITIES - As used in this annex, pertains to the buildings and equipment associated with the services of the public, such as lights, power, water, gas, and telephone. See ESF-12.

WARNING OFFICER - This position is generally handled by the Sheriff's Office Communication Supervisor on duty.

WARNING POINT - Facility assigned by ESD Director to ensure all necessary personnel are alerted to emergency information, as necessary. The Sheriff's Office is designated at the Primary Warning Point for Dorchester County and the Town of Summerville Dispatch Center is the alternate location for WP OPS.

WARNING SERVICE - A service provided by local governments to warn and alert county and municipal officials and the public of actual or impending disasters.

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN

PREFACE

The Emergency Operations Plan (EOP) is developed for use by county and local government as well as individual agencies to ensure mitigation and preparedness, appropriate response and timely recovery from natural and man-made hazards that may affect Dorchester County. Further, this plan was designed to include the Emergency Support Functions (ESFs) identified by the National Response Framework as well as those in the State Emergency Operations Plan. The last paragraph in each ESF identifies the conceptual relationship between local, state, and federal response forces.

This plan is predicated upon the concept that emergency operations will begin at the jurisdictional level or local level of government most appropriate to provide an effective response. County assistance will be provided upon request or when it is obvious the local jurisdiction is overwhelmed, or the emergency or disaster has exceeded all local capabilities to effectively respond. State assistance is supplemental to the County and will be requested by the County as required. Federal assistance will be requested through the State as approved by the Governor to the appropriate federal agency or to the President.

COUNTY Disaster Response Services (DSR)

This plan has three major parts. The Promulgation Letter by the Chairman of County Council, the Administrator and the Director of Emergency Management that approves the Plan and assigns responsibilities. The Basic Plan outlines policies, concept of operations, additional responsibilities and general procedures that provide common bases for joint operations between the County, the State and the Federal governments according to the principles of the National Incident Management System (NIMS) when responding to a major emergency or disaster. A main part of the Plan is the Emergency Support Functions which provide general guidelines and assigns functional responsibilities.

County departments, agencies and other organizations who are assigned functional and 'non-numbered ESF' functional responsibilities are required to develop their Standard Operating Procedures (SOPs) which delineate their more detailed operational procedures. The Primary lead agencies shall coordinate with the supporting agencies, listed as well as others, in the development of their SOPs and the recommended changes to the EOP and supporting appendices. A copy of each SOP should be submitted to the Director of Emergency Management.

Each participating agency and government entity will use this document for preparing and mobilizing resources and providing services as appropriate in an emergency or disaster situation. Insofar as feasible, this plan shall also serve as model for the development of emergency operations plans at the municipal level to facilitate uniformity, continuity and coordination of all emergency services and recovery operations.

**DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
BASIC PLAN**

I. INTRODUCTION

A. General

1. It is the policy of Dorchester County government to be prepared as much as possible for any emergency or disaster. Policies and procedures will be established to minimize loss of life, prevent damage to property and aid all people and institutions that are impacted by a disaster. Emergency operations will be coordinated to the maximum extent possible with comparable activities of local, state, and federal governments as well as volunteer and private agencies.
2. All county and municipal officials and employees of the county, together with those volunteer forces established to aid them during an emergency or disaster, and persons who may, by agreement, or operation of law, be charged with duties incident to the protection of life and property, in the county, shall constitute the Dorchester County Emergency Management Department (EMD).
3. Departments and agencies of the County, including those who are primary lead agencies for the emergency support functions, are tasked by the administration through EMD to develop and maintain their own agency plans. Like earlier 'Continuity of Government' initiatives, these plans are known as 'Continuity of Operations Plans' [COOP] and focus on sustained operations of the critical functions that make up the agency's primary mission. EMD documents to assist the County departments with COOP planning are located on the County's 'P' drive in the EMD folder. Agencies outside the County's Intranet receive these documents directly from EMD.

B. Specific

1. This Emergency Operations Plan (EOP) establishes policies and procedures by which Dorchester County will coordinate activities before, during and after a disaster.
2. The principles of the National Incident Management System (NIMS) will be the basis of our operational guidelines.

3. This plan uses the Emergency Support Function (ESF) mentioned earlier as a concept to coincide where practical with the State and Federal plans. It outlines and assigns responsibilities for coordinating activities necessary for effective response and recovery operations.

C. Mission Statement

1. During emergency operations, Dorchester County government has 5 primary missions:
 - a. To warn of impending danger or critical emergency information.
 - b. When required, support local municipal disaster operations with timely and effective deployment of county resources.
 - c. Through the public information process, keep affected residents informed about the situation and how they can take protective actions.
 - d. Coordinate restoration and recovery operations when local government resources are exhausted.
 - e. Assess local needs and coordinate support from adjacent counties, state, and federal governments.

D. Purpose

1. When implemented by the County Administrator or the EMD Director in his/her absence, this EOP will provide a framework for the effective delivery of emergency support to the citizens, guests and institutions of Dorchester County in the event of an emergency or disaster.
2. To coordinate with the State Emergency Management Division for the delivery and implementation of state and federal assistance programs.

E. Disaster Phases and Planning Responsibilities

1. Mitigation

- a. Activities that either prevent an emergency or reduce the county's vulnerability to a hazard to keep such hazard from becoming a disaster.
- b. Structural retrofitting and comprehensive land-use planning are two examples of mitigation activities.
- c. Another important area is intelligence gathering and sharing information through effective communications. One way this is accomplished is by disseminating information received from the SC Information & Intelligence Center [SCIIC] managed by the State Law Enforcement Division [SLED]. Pertinent SCIIC bulletins are sent to all public safety agencies in the County and individual department subscriptions are encouraged. Information received is included in the update of various SOPs and often is shared immediately.

2. Preparedness

- a. Activities that exist prior to an emergency and are used to support and enhance the county's response to a disaster.
- b. Planning, public outreach, training, and exercises are preparedness activities as well as incorporating 'lessons learned'.
- c. Also note the Department of Homeland Security [DHS] 'lessons learned' are accessed from <https://www.hsd.org/c/llis-in-the-hsd/> and agency heads are encouraged to become a member of this restricted Internet site for their own use.

3. Response

- a. Activities that are designed to address the immediate and short-term effects of a disaster. These activities reduce casualties and speed recovery operations.
- b. Response activities include evacuation, warning, and emergency mobile command post and EOC operations.

4. Recovery

- a. Activities that involve returning the county to pre-disaster conditions.
- b. Short-term recovery actions are taken to assess the situation and return critical infrastructure systems to minimum operating status.
- c. Long-term recovery involves the total restoration of the county's infrastructure and economic base, often to a better pre-event posture.

II. SITUATION & PLANNING ASSUMPTIONS

A. Situation

1. Dorchester County measures approximately 575 square miles with a population estimate of 163,327 according to the (2021) U.S. Census. It is one of the fastest growing counties in South Carolina and ranks high in growth rate in the nation.
2. Dorchester County is vulnerable to a wide spectrum of natural and man-made hazards, including hurricanes, earthquakes, flooding, severe storms, fires, industrial accidents, transportation accidents and acts of terrorism. These hazards pose a threat to the citizens and infrastructure of the county.

B. Planning Assumptions

1. A disaster can occur with little or no warning and may escalate far more rapidly than the ability of any single local response organization or jurisdiction to adequately handle it.
2. Most disasters/emergencies will be managed by local jurisdictions utilizing resources available to their governments, e.g. local police, fire, and volunteers.
3. When an emergency exceeds local resources and response capabilities, local government will request help from its neighboring jurisdictions, through mutual aid agreements or, with the next higher level of government.

4. In many emergencies or disaster situations, organizations will respond to the affected jurisdiction without being requested. Host governments will need to be prepared to stage and screen the arriving resources to determine which ones are needed and those that can return to their home base.
5. When county assets are impacted the responsible county agency will notify their chain of command and EMD as soon as practical. Furthermore, they will utilize their resources and establish communications with the County EOC, or mobile command post as may be applicable.
6. State resources will be requested through EMD and the EOC when it is likely that local resources will be exhausted in trying to respond to the situation. The EOC will track these requests to the SEOC through Palmetto EOC and the Resources Unit 'T-card system'.
7. With few exceptions, the federal government will be available with additional resources and financial assistance but only in the case of an executed Presidential Declaration of an emergency or disaster.
8. Organizations assigned responsibilities within this plan will be familiar with its content and purpose and will execute their duties accordingly.
9. Immediately following a disaster, the following will be considered priority items:
 - a. Life Safety
 - b. Water and Food
 - c. Medication
 - d. Shelter
 - e. Debris Removal
 - f. Communications Restoration

C. Hazard Analysis

1. As previously stated, South Carolina and Dorchester County are subject to many hazards which could result in an emergency or disaster. The most current statewide composite hazards analysis is reflected in the section below.

2. Action Plans to address these hazards as well as other information is found in the 2020 Hazard Mitigation Plan, as commissioned by SCEMD, and not contained here - in.
3. Vulnerability categories are listed as High, Moderate, Somewhat, and Low. High meaning 75 to 100% potential loss of the affected structures, Moderate 50 to 75%, Somewhat 25 to 50%, and Low 0 to 25%, potential loss of affected structures (Table 1).

Table 1. Dorchester County Hazard Vulnerability Probability

Hazard	Vulnerability Probability
Hurricanes	High
Wildfires	High
Earthquakes	Moderate
Flooding	Moderate
Tornadoes	Somewhat
Winter Storms	Somewhat
Dams	Low
Droughts	Low
Thunderstorms	Low

III. ORGANIZATION & ASSIGNMENT OF RESPONSIBILITIES

A. General

1. Many county departments and agencies have emergency functions to perform in addition to their normal duties. Each is responsible for developing not only the ESF assigned to them but also any enabling SOPs as guided by this plan. The presumption is that all “Primary Agencies” will coordinate with their supporting agencies in preparing all plans and accompanying documents at least once a year or more often as may be needed. Specific responsibilities are outlined in this EOP; however, each department shall determine any implied obligations it may have.
2. As previously alluded to, all departments and agencies are required to develop and maintain their Continuity of Operations Plans [COOP] which will guide their actions for day-to-day operations with a shortage of personnel [e.g. Pan Flu] or during times of emergencies where the protection of records and critical facilities and other resources is paramount.

B. County Council

1. County Council is responsible for providing overall policy guidance through the County Administrator. County Council may enact local legislation to deal with emergency situations that require a legal solution. Numerous emergency ordinances may be required to help restore the general order of the community.
2. County Council is also responsible for declaring a “State of Emergency” exists in Dorchester County. The County Administrator, in coordination with the Emergency Management Director, will make a recommendation to the Council when this should be considered, and when it can be eventually rescinded.
3. If conditions prevent gathering a quorum of County Council, the Succession of Authority to Declare a State of Emergency is as listed in the Continuity of Government Section of this plan. Also, see the Emergency Council SOP not contained herein.

C. County Administrator

1. The County Administrator is responsible to the Dorchester County Council and functions as their representative. The Administrator oversees the county’s activities relating to an emergency or disaster. The Administrator, or his designee, is the County’s EOC Commander when the EOC is activated. He also serves as the liaison between County Council and the Emergency Operations Center staff.
2. The Administrator is responsible for ordering the implementation of the County EOP; the EMD Director will make a recommendation when this is necessary. The EMD Director may implement the EOP in the absence of higher authority when the situation requires same. These emergency actions, as well as others contained in agency COOP plans constitute legal and necessary activities pursuant to the activation of the EOC and EOP.

D. Deputy County Administrator of Public Safety

1. The Deputy County Administrator of Public Safety is responsible to the County Administrator and functions as their Chief Advisor and Liaison.

2. Provide the County Administrator with situation updates as necessary.
3. Advise the County administrator on meeting attendance and public appearances.
4. Provide EOC support as necessary.

E. Emergency Management Department (EMD) Director

1. Prepare for and coordinate the emergency activities in the county during emergency operations. The EMD Director is the county's Emergency Manger and EOC Emergency Management Coordinator.
2. Coordinate execution of the various ESFs and 'non-numbered' ESFs of this plan to the maximum extent possible with the emergency activities of local governments, state government, private agencies, and organizations of the federal government.
3. Activates Emergency Operations Center based on OPCON level.
4. Maintain surveillance of potentially threatening conditions to and within the area in coordination with state and federal agencies and direct appropriate warning and preparedness actions in coordination with the County's Warning Point (WP) located in the county's 911 Center. See earlier comments about the SCIIC bulletin from the SLED Fusion Center.
5. Establish procedures for the maintenance and distribution of this plan on a near current basis, updating same when major changes are required.
6. Encourage mutual aid agreements with federal agencies, the state, other counties, private industry, relief organizations and between local governments and others as may be appropriate.
7. Provide technical and planning assistance to county agencies and departments and local governments upon request as able.
8. Support exercise opportunities provided by SCEMD to test and evaluate county and local plans to maintain a high standard of preparedness.
9. Maintain an appropriate level of operational readiness. See OPCONs.

10. Initiate all other actions deemed necessary for effective implementation of this plan and associated SOPs.
11. Advise the Administrator, county agencies, local government officials, and necessary private and state agencies of the severity and magnitude of the emergency/ disaster situation through Situation Reports [SITREPs].
12. Maintain, update, and distribute all changes to this plan, with an annual review or as required by actual event implementation or exercises.
13. Provide expedient training of EOC personnel as Operating Conditions warrant and as necessary.
14. Appoint a Deputy Director to serve as an EOC Manager and Operations Section Chief when the EOC is activated. An EOC Manager will primarily focus on the functionality of the EOC, and the facility support issues.

F. County Departments and Agencies

1. Appoint a department or agency “Emergency Coordinator”, and alternate, to coordinate with EMD for the preparation and maintenance of operational ESFs, non-numbered ESFs (may be defined as Groups or Units) and enabling SOPs. These plans, and others, may be required to support the EOP depending on the department/agency role in emergency operations. This “Emergency Coordinator” should have the authority to commit agency resources and expedite program operations in the provision and coordination of emergency services.
2. Provide the EMD Director with copies of detailed plans, SOPs and SOGs within 15 business days of the date of their completion.
3. Assign personnel to staff the County EOC, Joint Information Center [JIC], Citizen Call Center [CCC] and/or Forward EOC (mobile command post) in accordance with the requirements set forth by the EMD Director or as needed by the incident.
4. Mobilize and utilize allocated and available resources to meet emergency or disaster requirements.
5. Maintain capability for the emergency procurement of supplies and equipment required and not otherwise available.

6. Provide or arrange training as appropriate to personnel assigned to execute respective emergency functions in this plan, e.g., Palmetto EOC, NIMS compliance and ICS forms' familiarization.
7. Maintain a 24-Hour minimal response team capability in the department or agency capable of responding to the EOC or a field command post [CP] to carry out organizational responsibility.
8. Coordinate functional service provisions with local government and private service organization counterparts.
9. Assist state and federal agencies as appropriate in providing emergency response or disaster assistance within the affected areas.
10. Conduct or arrange workshops or seminars as necessary to provide information regarding new equipment or procedures for all governmental, service organizations, and volunteer personnel participating in the implementation of the assigned function.
11. Provide all agency/department employees appropriate training to assure an awareness of the previously addressed hazardous threats common to the Lowcountry area of South Carolina as well as the make-up of the overall emergency preparedness program. (Ref: NIMS /FEMA IS courses)
12. Review this plan annually and update assigned ESF's and SOP/SOGs to meet current department policy and organization. Revisions must be compatible with the policies set forth in the basic plan. Two copies of the revised ESFs shall be forwarded to the EMD Director when completed.
13. Maintain current internal notification/recall rosters and communications systems. Notify EMD of any changes to the personnel recorded in the Continuity of Government listing.
14. Participate in drills and exercises to test this plan and internal SOP/SOGs.

G. Municipalities Within the County

1. Municipal resources will be utilized to protect against, and respond to, an emergency or threatening situation to include activating pre-established

mutual aid agreements. Local police are responsible for protecting their critical government facilities and resources.

2. The County EOC will respond to requests from all municipalities within the county. If possible, county resources will be committed to address the situation. In the event the situation exceeds county capability the EOC will coordinate for the additional resources from the State EOC. Municipality requests will be treated the same as county requests and will be monitored via Palmetto EOC and coordinated in an expeditious manner.
3. When municipal governments determine their resources are not adequate, additional resources may be requested through EMD or the EOC, if activated.
4. When the County determines that county resources are not enough, EMD will request state assistance through the SCEMD or the State EOC [SEOC], if activated. Palmetto EOC will be utilized to track all resource requests as previously addressed.
5. The County, and municipalities as applicable, shall establish and maintain journals, records, and reporting capabilities in accordance with state and federal laws and regulations. ICS forms and Palmetto EOC reports will be utilized where applicable.
6. Municipalities are strongly encouraged to designate a representative and alternate to the County EOC for coordination and liaison and attendance at specially designated briefings.

H. Other Primary & Supporting Agencies

1. Appoint agency representatives who can serve as an “Emergency Coordinator” and alternate, to work with EMD and the other county departments and agencies regarding preparedness and response issues.
2. Develop internal and enabling SOP/SOGs in support of this plan and assigned ESFs/non-numbered ESFs. Provide updated copies of detailed SOPs and manuals to the EMD Director within 15 business days after date of completion.
3. Assign personnel to augment the County EOC and/ or field command post(s) as may be required by your agency’s mission.

4. Mobilize and utilize allocated and available resources to meet the emergency or mitigate the disaster's effects. Maintain resources by 'Type' and 'Kind' as per the NIMS.
5. Maintain the capability for the emergency procurement of supplies and equipment required and not otherwise available.
6. Provide or arrange training to personnel at a level appropriate to execute respective emergency functions in this plan in compliance with NIMS.
7. Maintain an adequate 24 hour/7-day response team capability as able.
8. Coordinate functional service provisions with local governments and private organizations.
9. Assist county and state officials in providing emergency response or disaster assistance within the affected areas according to internal mission guidelines.
10. Conduct training workshops in program areas as necessary to keep personnel apprised of plans, equipment, and procedures e.g. Palmetto EOC.
11. Provide awareness training to all personnel regarding the threat of manmade and natural hazards common to the Lowcountry area of South Carolina.
12. Review this plan annually and update assigned ESFs and SOP/SOGs to meet current agency mission requirements. Revisions must be compatible with the policies set forth in this document. Two copies of the revised plans shall be forwarded to the EMD Director within 15 business days upon completion.
13. Maintain current internal notification/ alert rosters and communications systems.
14. Assign the appropriate number of personnel to succeed the "decision making authority".

15. Participate in tests and exercises to test this plan and SOP/SOGs and correct plans following such drills and/or annually, whichever occurs first.

IV. CONCEPT OF OPERATIONS

A. Local Government (Municipal/County)

1. The County will perform emergency operations in accordance with South Carolina Regulation 58-1, Local Emergency Preparedness Standards, this EOP and other supporting documents and SOPs as well as post-incident best practices. NIMS compliance is required of all designated EOC/Forward EOC staff.
2. This EOP will be implemented by EMD when a major emergency or disaster occurs or at the direction of the South Carolina Emergency Management Division [SCEMD] Director, or upon a declaration of a State of Emergency by the Governor or locally by County Council.
3. Where possible, a county agency or department has been designated as the lead organization for the Primary Agency designation for ESFs and is responsible for coordinating the development and preparation of the ESF and enabling SOPs. Although other support agencies may have a lead role or higher day to day position in the intent of the ESF; having a county agency designated better insures COOP/COG, sustained operations, and continuity of planning.
4. In the event of an emergency beyond local control, and in accordance with Dorchester County Ordinance 08-01, the EMD Director under the direction of the Administrator, may assume direct operational control of any part of the County's emergency operations functions.
5. Depending on the situation, the EMD Director, under the direction of the Administrator, may order a partial, limited, or full activation of the County EOC. Partial activations are manned primarily by EMD staff. Limited activations will require the presence of key agency personnel appropriate for the emergency. Full activations will require the presence of all designated EOC staff members. A few staff members may be 'detached' but will report for special briefings and SITREPs to maintain situational awareness. See EOC SOG under separate cover.

6. Upon the declaration of a State of Emergency, or as the situation warrants, public information briefings, news releases and all emergency information for public dissemination will be released by County PIO in coordination with the EOC Director and/or Administrator/ Deputy Administrator.

B. Operating Condition (OPCON) Levels

1. To make maximum use of advanced warning, a system of OPCON levels has been established. These OPCONs increase the community's level of readiness on a scale from three to one. Each OPCON level is declared when a predetermined set of criteria has been met. Also see the DHS Advisory System not contained here-in per se. The EMD Director will assign OPCON levels in coordination with the State as described below.
2. **OPCON 3**
 - a. Normal day to day operations: Agencies coordinate, plan, train, and exercise as warranted. Incidents are monitored by local public safety officials.
3. **OPCON 2**
 - a. Enhanced Awareness: A disaster or emergency is likely to affect the county. Emergency operations plans are implemented. The county emergency operations center is partially activated, as necessary.
4. **OPCON 1**
 - a. Full Alert: A disaster or emergency is imminent or occurring. The county emergency operations center is fully activated. All county emergency support functions are activated or ready to deploy.
5. Specific trigger events for hurricane threats are contained in the South Carolina Hurricane Plan.

C. State Government

1. State resources will supplement local efforts upon request or in coordination with the ESF support areas coordinated by SCEMD.

2. The Governor or his designee may execute the SCEOP to support local situations when local resources are not adequate to sustain an effective response operation or when a significant state presence is required for immediate assistance.
3. ESFs will be established with state agencies and volunteer organizations to support response and recovery operations. A state agency within each ESF will have primary responsibility for the coordination and implementation of the ESF. By Executive Order, the designated primary agency will coordinate the development and preparation of SOP/SOGs. Non-numbered ESFs will also be designated. See State EOP maintained in county EOC.
4. In the event of an emergency beyond local control, the Director, SCEMD, under the direction of the Governor, may assume direct operational control over all or any necessary part of the emergency operations functions within the State. State ESFs are reflected in the State EOP as ESFs 1-24 (20-23 are deemed 'reserved') and mirror the County's EOP.
5. Support agencies and volunteer organizations are incorporated into ESF 1-24 in the SCEOP with additional state agencies on notice that they may have to support each state ESF as well as the variety of impact hazards affecting South Carolina.
6. Direction and control of a state emergency operation will be exercised by the Governor through the Director of the SCEMD, and the SEOC. All state agencies mobilized pursuant the SCEOP will be coordinated by the Director, SCEMD.
7. A Forward EOC (FEOC) may be established within the county's designated operational area(s) at or near the scene of a major emergency or incident.
8. The FEOC may augment or replace the SEOC. See description of operational areas described below:
9. To make maximum use of advanced warning, the State has adopted a system of OPCON levels utilized by Dorchester County and many other counties as previously described.
10. In the event of an emergency beyond county government control, the Director of the SCEMD, under the direction of the Governor, may assume

direct operational control over all or any necessary part of the emergency operations functions within the jurisdiction's operational area.

11. South Carolina is a signatory to an Interstate Emergency Preparedness Compact between Georgia and North Carolina and as such will request mutual aid from these states through EMAC if they are able to aid and are not impacted by the situation themselves.
12. Upon occurrence of an emergency or disaster clearly beyond the capabilities and resources of state and local governments, the Governor will request a major disaster declaration from the President.

D. Federal Government

1. The federal government will provide support upon request in accordance with the National Response Framework (NRF). Federal assistance provided under the NRF is to supplement state and local response efforts.
2. Federal agency representatives will coordinate with the Federal Coordinating Officer (FCO) and state government to identify specific federal response requirements and will provide federal response assistance based on state identified priorities. FEMA Region IV's FCO to SC is pre-designated.

V. WARNING & EVACUATION

A. Warning

1. Information and reports; surveillance of threatening conditions; 24-hour radio, special telephone / T-1 capability; and operations of the Emergency Alert System (EAS). The State Primary Warning point is located at the SEOC in Columbia and the County Primary Warning Point is in the County's E-911/Communications Center in the Law Enforcement Center in Summerville. This center has capability within the computer aided dispatch (CAD) to provide warning to the hearing impaired.
2. EMD will coordinate with SCEMD, NWS, the Warning Points and others to facilitate warning readiness in a timely manner of a man-made (i.e. Hazardous Materials) or natural disaster or emergency when such an event affords advanced notice.

3. In the event of an imminent or actual disaster, EMD will initiate actions to warn local governments, county departments and agencies, citizens, and others in the network by all means available, e.g., Everbridge is a 'reverse 911'-type system employed by the county for alerting citizens and businesses in a GIS specified zone.
4. The SCEMD local government low band VHF radio (LGR) network, as well as the Regional 800 MHz radio and the SATCOMM radio/phone, in which EMD is a member, is maintained by the County and the State to provide emergency warning and communications capability. ARES HAM radio augments this system as well.
5. EMD will maintain surveillance of storms and other events using the Internet and any other sources such as may be available to the EOC. Additionally, the Weather Channel will be monitored, and storm advisories will be downloaded into the HURREVAC and other decision-support programs and widely disseminated. EMD is also a recipient of SLED's fusion center's SCIIC bulletin and facilitates wide receipt of this document by eligible agencies and individuals.
6. Notification to Municipal Emergency Operations Centers (MEOCs) will be accomplished by Fax, E-Mail, Radio, or direct communications to the pre-designated POCs previously described.
7. Local governments shall prepare plans and procedures for dissemination of county/state/federal warning messages utilizing all available systems and networks. Personnel and facilities shall be organized and exercised to provide warning capability within their jurisdiction on a 24 hour-a-day basis as able.
8. Additionally, Dorchester County EMD serves as the Coordinator and Secretary for the all-hazard Local Emergency Planning Committee (LEPC). To this end, EMD on behalf the LEPC receives notice from reporting hazardous materials facilities that a reportable spill has occurred. Upon notification through the County's warning point, notice will go out to the appropriate public safety agencies as well as their jurisdictional leadership. Similar alert and notification will be made to critical facilities, e.g., hospital, schools, in the impact zone. CodeRED (SWP) will be implemented for in-place sheltering and school officials can be notified directly.

B. Public Information ESF-15

1. Providing emergency information to the public from all levels of government is essential to avoid or minimize loss of life and property if a disaster is imminent or has occurred. Before, during, and after emergency operations, the public will be apprised through reports to the news media and Emergency Alert System (EAS) which is the replacement of the older Emergency Broadcast System.
2. Information for the media and the public will be clear, concise, and accurate. Every effort shall be made to prevent and counter rumors (Rumor Control), hearsay, and inaccurate information. Telephone operators assigned to the EOC Citizen Call Center (CCC) will take calls from the public and answer questions with information provided them from all areas within the EOC. The EMD HQ main number will roll to the CCC number upon CCC activation.
3. Coordination with all appropriate departments, agencies, and organizations will take place to ensure proper emergency public information coverage. This is often referred to as the Joint Information System (JIS) as compared to the JIC described next.
4. Standard operating procedures will be developed and maintained by the Public Information Officer, including the activation of Council Chambers as a Joint Information Center (JIC).
5. On behalf of the Chairman of County Council and the County Administrator, the EMD Director through the PIO is responsible for informing the public of emergency and disaster information within the County. During an emergency or disaster, the county Public Information Officer will facilitate media interviews for the EOC Manager and the County Administrator who will be the official spokespersons for the county in coordination with the Chairman of County Council. The dissemination of public information during emergencies will be accomplished with the advice and consent of the County Administration and EMD Director who reserves the authority to intervene, assume control, or direct the dissemination of information at any time.
6. If activated, a county media center will coordinate with the State's Joint Information Center, the Conglomerate County PIOs, FEMA, military public affairs and others as required to insure the release of timely and accurate information.

7. The PIO will identify qualified individuals to serve as Deputy PIOs, PIO staff, and CCC Telephone Operators. Heads of all departments and agencies, including elected officials, should provide designated personnel to assist the PIO as may be available.
8. The South Carolina EAS shall be utilized through the cooperation of the Federal Communications Commission, FEMA, SCEMD, EMD PIO, NWS, the SC broadcast industry, and local officials in the EAS operational areas. The SC EAS will be considered part of the National EAS and will be activated appropriately according to local, state, and national EAS procedures.
9. The PIO is responsible for establishing a media work area within Summerville and/or St. George depending on the situation. The PIO will be responsible for escorting media members into the EOC and for arranging interviews with EOC staff. The media will not be allowed in the EOC during briefings unless warranted by the situation at the recommendation by the EMD Director.
10. The PIO will supply a PIO LNO to the Charleston County JIC if activated for an area wide event affecting Dorchester County.
11. The PIO will take all appropriate actions to ensure emergency information is communicated in a manner that allows those with special needs to get the information. To accomplish this, a Spanish interpreter and a sign language interpreter should be assigned to the PIO section during emergency operations.

C. Evacuation

1. Evacuation is the controlled movement and relocation of persons and portable property made necessary by the threat or occurrence of a natural/ technological disaster or an act of aggression. County assistance will be the provision of personnel, equipment, and technical expertise beyond that provided by a local jurisdiction.
2. The lead county agency for carrying out the evacuation due to large natural disasters is the Dorchester County Sheriff's Office in conjunction with EMD. State assistance may be provided as previously described when it is necessary to evacuate and return citizens upon the direction of the

Governor. See current year SC Hurricane Plan maintained under separate cover.

3. Coordination with all appropriate departments and agencies will be performed through the Law Enforcement Desk (ESF-13/16) at the County EOC or field command post.
4. EMD will monitor conditions which have the potential to require evacuation of any area(s) in the County and implement changes in the OPCONs as necessary.
5. Evacuations due to man-made incidents, involving a relatively small geographic area will be the responsibility of the jurisdictional fire and/or law enforcement agencies. As soon as practical, EMD will be alerted of evacuations and will be responsible for notification to the Governor's Office through the State Warning Point as well as the activation of CodeRED (SWP) when able.
6. Evacuations due to tropical storms and hurricanes will be coordinated by EMD with the SEOC and other Central Conglomerate counties.
7. SCEMD will coordinate with Dorchester County and the appropriate state agencies for evacuation routing to shelters, pre-positioning of personnel and equipment, provision of transportation, shelter and congregate care, and the provision of public information to deal effectively with the situation.
8. When the conditions which caused the mandatory evacuation to cease to exist, control of reentry will be passed from the Governor back to the County for coordination with affected jurisdictions. Emphasis will be on safety.
9. Evacuation of special populations groups will be coordinated through the EOC, at the time of the incident. Special population groups such as nursing homes and residential care facilities are required to contract private transportation for evacuation during tropical storm or hurricane events in coordination with the DHEC- Public Health Division.
10. When flooding conditions develop, Dorchester County EMD will closely monitor the situation. When and if it becomes apparent that the flooding will threaten people's lives or if public safety concerns cannot be

adequately addressed, then steps will be taken to evacuate the affected area(s), particularly where the citizens have not taken protective action on their own.

11. In the event of a hazardous materials incident, or other man-made incident, involving a relatively small area, the Incident Commander of the fire department having jurisdiction is responsible for ordering evacuation of people in the vulnerable area. The implementation of the evacuation order will be coordinated with all appropriate agencies involved and EMD with the jurisdictional LE agency taking the lead. Everbridge may be utilized to warn the affected public by a pre-recorded computer implemented telephone message. Should a radiological event occur, SCDHEC will be consulted regarding acceptable exposure levels and treatment protocols.

VI. DIRECTION & CONTROL

A. General

1. Dorchester County Council through the Administrator and the EMD Director will exercise direction and control of response and recovery operations for a technological or natural disaster affecting the county. The decision-making staff for the County will be in the EOC unless the EMD Director approves an alternate location. These locations will be termed 'detached'. Municipal operations will be directed through Municipal EOCs (MEOCs).
2. The EOC structure is modeled on the national Incident Command System (ICS). ICS is a proven and commonly used system for the command and control of resources used in responding to and recovering from emergencies or disasters. It is designed to adapt in scope as needed from the time an incident occurs until the need for management and operations no longer exists. Its structure is flexible and can be expanded to meet the changing conditions of the incident while maintaining a manageable span of control for the Incident Commander (IC).
3. If necessary, support elements such as an Incident Management Team (IMT) may be requested and assigned to assist with command and control in affected areas. Specific guidance on EOC operations is contained in the EOC SOG under separate cover.

4. A Policy Group will determine overall policy and strategies to guide disaster response operations in Dorchester County. This group will consist of County Council, Mayors, County Administrator, EMD Director and other advisors as needed. A primary goal of this function is to coordinate major decisions with the Mayors of affected municipalities and achieve the greatest possible degree of inter-governmental coordination and cooperation. Typical decision for this group includes, but are not limited to curfews, private property access for selected debris removal, water usage, restricted sales of alcohol and firearms, outdoor burning restrictions, contractor licensing and others as required by the incident. The actions and make up of this group are sometimes referred to as the ‘Emergency Council’ where the elected officials are considered executive members and the remainder is considered advisors to this body.

B. Emergency Operations Organization

1. Operational guidelines for the EOC are contained in the EOC Standard Operations Procedure maintained under separate cover. The Dorchester County’s EOC will be organized into following groups.

2. Command Section

- a. **County Administrator**
- b. **Deputy County Administrator of Public Safety**
- c. **EMD Director**

3. Staff Officers to the EOC

- a. **Legal** (contracted) attorney to the County.
- b. **Safety Officer** may be provided by jurisdiction or office of Risk Management.
- c. **Public Information Officer.** The PIO is responsible to the IC and EMD Director for coordination with the media, staffing of the EOC Media Center (JIC) as well as the Citizen Call Center (CCC).
- d. **Liaison Officers.** Liaison personnel are Municipal, State, FEMA, Military, and other representatives of entities who coordinate directly with Command. In the case of an ICP at a significant event

where the EOC is operational, EMD will dispatch a LNO to work with the IC on site at the ICP.

4. Operations Section

- a. **EMD Deputy Director** leads the Operations Section and serves as the EOC Manager.
- b. The Operations Section is responsible for managing operations directed toward reducing the immediate hazard at the incident site, saving lives and property, establishing situation control, and restoring normal conditions.
- c. **Law Enforcement Branch (ESF - 9, 13, 16)**
 - 1) Provide warning information, evacuate citizens, control traffic, coordinate evacuation, to provide security and coordinate Rural SAR Operations. The Law Enforcement group also enforces temporary rules, laws, and controls crime.
 - 2) **Branch Director:** DCSO Command Staff Officer.
 - 3) **Groups:** Security, Traffic management, Rural SAR.
- d. **Fire Services Branch**
 - 1) Coordinates the prevention, suppression, and control of fires in addition to supporting Urban Search and Rescue (USAR) and Hazardous Materials missions. Assist in coordinating mutual aid assistance from local and distance fire and rescue companies and as personnel permits, it can support the Medical Group.
 - 2) **Branch Director:** DCFR Command Staff Officer.
 - 3) **Groups:** Firefighting, Urban SAR, Hazardous Materials.
- e. **Health & Medical Branch (ESF - 8)**

- 1) Consists of the DHEC-Trident Office who serves as ESF leader, hospitals, in coordination with the medical control hospital, Coroner and EMS (private and county) personnel. They will determine the health and medical needs of the county and coordinate the appropriate response and transport facility. Additionally, EMS will assist the Transportation Unit in evacuation transportation for nursing homes or other groups of bed-ridden patients if an ambulance is required and as may be available.
- 2) **Branch Director:** DCEMS Command Staff Officer.
- 3) **Groups:** Public Health, EMS, Fatalities.

f. **Animal Response Branch (ESF - 17)**

- 1) The Animal Response Branch is responsible for coordinating animal control issues, veterinary services, and animal care needs in emergencies. Limited local resources will require this branch reaching to other jurisdictions for support (i.e., Charleston County LART).
- 2) **Branch Director:** Community Services - Animal Control.
- 3) **Groups:** Animal Control, Animal Rescue.

g. **Public Works Branch**

- 1) The Public Works Branch is responsible for the coordination of all public works activities road clearing and repair, debris removal, structural safety of public buildings and other appropriate construction services.
- 2) **Branch Director:** DC Public Works Department.
- 3) **Groups:** Debris Management, Roads/Bridges Inspections.

h. **Utilities Branch**

- 1) The Utilities Branch is responsible for coordinating water and sewer restoration, as well as with local energy providers on outages status and relevant utility restoration.
- 2) **Branch Director:** DC Water & Sewer Department.
- 3) **Groups:** Water & Sewer, Energy.

5. Logistics Section

- a. **EMD Communications Engineer**, with assistance from the **EMD Administrative Assistant** lead the Logistics Section
- b. The Logistics Section is responsible for the supply, and other logistical needs of the various EOC Sections and the County's Emergency Forces and general recovery support.
- c. **Communications Branch (ESF - 2)**
 - 1) The Communications Branch will maintain the communication system during the disaster. They will advise all departments and agencies on radio/cell needs and is responsible for procurement of all radios including the reassignment of radio resources. Additionally, this unit will assist ITS and ESF-12 in determining the need of additional telephone lines, cellular phones, and facsimiles.
 - 2) **Branch Director:** EMD Communications Engineer
 - 3) **Units:** Radio, IT Support.
- d. **Ground Support Branch (ESF - 1)**
 - 1) The Transportation Branch coordinates transportation assets that may be required to be used during the emergency. Examples include evacuation support, fuel/maintenance supplies, and recovery transportation vehicles.
 - 2) **Branch Director:** EMD Communications Engineer.

- 3) **Units:** Personnel Transport, Materials Transport, Fleet Maintenance.

e. **Supply Branch (ESF - 7)**

- 1) The Supply Branch provides all tangible supplies and equipment that may be required during the emergency beyond the generic supplies provided by each function. This branch is responsible for the final approval of all resource requests and coordinates with the state, private industry, and the activation of emergency contracts.
- 2) **Branch Director:** DC Purchasing Manager.
- 3) **Units:** Resource Management, Procurement.

f. **Human Services Branch (ESF - 6 & 11)**

- 1) The Human Services Branch provides limited medical care, coordinates shelter activities, and food/drink for all displaced persons and emergency workers. In addition, the employee-family support function coordinates to support county employees with information and assistance for family related needs including emergency worker lodging, emergency childcare and post incident stress debriefings.
- 2) **Branch Director:** DC HR Department.
- 3) **Units:** Sheltering, Food, Employee-Family Support.

g. **Facilities Support Branch**

- 1) The Facilities Support Branch coordinates all activity to assist with facility maintenance and restoration issues, as well as coordinate for the ordering, delivery, installation, and maintenance of emergency generators at county buildings and shelters (including SMNS).
- 2) **Branch Director:** Dc Facilities Maintenance Director.
- 3) **Units:** Maintenance, Generator.

6. Planning Section

- a. The **EMD Emergency Management Specialists** leads the Planning Section
- b. The Planning Section is responsible for the collection, evaluation, and dissemination of information about the incident and its effects on the community. Such information is important to the EOC Staff to understand the current situation, predict the probable course of events, prepare strategies, and provide info to personnel who direct operations.
- c. **Situation Unit**
 - 1) The Situation Unit leader is responsible for the collection and organization of incident status and situation information, and evaluation, analysis, and display of that information on Palmetto EOC. In addition, this unit maintains the situation report (SITREP) in coordination with the documentation and is responsible for dissemination to local and state entities.
 - 2) **Situation unit Leader:** EMD Emergency Management Specialist.
- d. **Documentation Unit**
 - 1) The Documentation Unit records all events and operation primarily using Palmetto EOC as well as hard copy records. The unit maintains and files all EOC messages, maintains an official history of the emergency to ensure complete documentation to assist the Finance Section with the recovery of funds as well as that documentation and journals required should there be any litigation. Assists in the maintenance of the SITREP with the Situation Unit.
 - 2) **Documentation Unit Leader:** DC Building Services.
- e. **Resources Unit**

- 1) The Resources Unit is responsible for tracking all resources requested and provided by entities outside Dorchester County. The tracking method will be through the utilization of the ICS 219 T Card System.
- 2) **Resources Unit Leader:** EMD Emergency Management Specialist.

f. **Damage Assessment Unit**

- 1) The Damage Assessment Unit is responsible for providing an overall inspection of the county or damaged area and to prepare a damage assessment report for the Incident Commander. This group maintains an ongoing communication between field units and the EOC and keeps all information and intelligence current, complete and correct.
- 2) **Damage Assessment Unit Leader(s):** DC Assessor's Office & Building Services Department.

g. **GIS/Mapping Unit**

- 1) The GIS/Mapping Unit will post significant event locations on maps for electronic dissemination and will provide aerial photographs and other map products as required.
- 2) **GIS/Mapping Unit Leader:** DC Economic Development Department

h. **Business & Industry Unit**

- 1) The Business & Industry Unit strives to provide for the coordinated effort of all concerned parties involved with economic recovery in the community by providing timely and accurate information supporting business continuity.
- 2) **Business & Industry Unit Leader:** DC Economic Development Department.

i. **Technical Specialist**

- 1) Need determined by the event.
- 2) Technical specialists are most often assigned to the specific area (Section, Branch, Unit, Division, etc.) where their services are needed and performed. In some situations, they may be assigned to a separate Unit within the Planning Section, much like a talent pool, and assigned out to various jobs on a temporary basis.
- 3) For example, a tactical specialist may be sent to the Operations Section to assist with tactical matters, a financial specialist may be sent to the Finance/Administration Section to assist with fiscal matters, or a legal specialist or legal counsel may be assigned directly to the Command Staff to advise the IC/UC on legal matters, such as emergency proclamations, legality of evacuation orders, isolation and quarantine, and legal rights and restrictions pertaining to media access.
- 4) Generally, if the expertise is needed for only a short period and involves only one individual, that individual should be assigned to the Situation Unit. If the expertise will be required on a long-term basis and requires several persons, it is advisable to establish a separate Technical Unit in the Planning Section.

7. Finance/Admin Section

- a. The Finance-Administration Section will coordinate and administer the procurement of emergency contracted services, receipt and handling of donated funds, as well as State/FEMA Public Assistance or reimbursement activities.

b. Time & Cost Unit

- 1) The Time & Cost Unit provides guidance and oversight of the emergency workers hours and all costs incurred as a direct result of the event including equipment/material usage for resources provided through mutual aid or state coordinated.

2) **Time & Cost Unit Leader:** DC Business Services Department.

c. **Comp & Claims Unit**

1) The Comp & Claims Unit oversees all matters related to workers compensation and claims as a direct relation to the emergency or disaster situation.

2) **Comp & Claims Unit Leader:** DC Risk Management Department.

d. **Applicant Agent Unit**

1) The Applicant Agent Unit is responsible for overseeing the application process for all FEMA related projects, initially as the Applicant Agent for Public Assistance.

2) **Applicant Agent Unit Leader:** DC Business Services Department.

VII. EMERGENCY OPERATIONS CENTER

A. Location

1. The Dorchester County Emergency Operations Center (EOC) is in the Emergency Management Department Headquarters, 212 Deming Way, Summerville, SC in the Law Enforcement Center complex. See the EOC SOP not contained herein for more detail.
2. In the event the primary EOC becomes unusable, the EOC may be relocated to the Kenny Wagner Building, St. George, SC. Also, the EOC is not a single location within a facility. Once activated, the council chambers room becomes the main floor of the EOC with various locations within the facility being utilized for logistical support.

B. Activation Options

1. In the event the EOC needs to be opened, the EMD Director has several options available. As all emergencies do not require full activation of the EOC varied activation levels are available. In some instances, the EOC

activation process might step from one level to another, while other situations might require immediate Full Activation as would be the case with a technological disaster or major earthquake.

2. Partial Activation

- a. Occurs during events requiring limited resources and personnel. The EMD Director will determine which ESFs are needed and the hours of operation.

3. Full Activation

- a. Occurs when the EOC is fully manned and operating 24-hours a day. This will occur during major emergencies and disasters. Full activations will be the main priority activity in the county when they occur.
4. Once the emergency or disaster necessitating the EOC activation is over, the EMD Director, with the County Administrator's concurrence, will determine the timeline for EOC deactivation. Some incidents will allow full and immediate closing of the EOC while others will require a phased transition. The Planning Section will be a part of this process.

C. State and Federal Operational Support

1. In the event of a disaster or emergency, additional operational support for Dorchester County will be coordinated through the State Emergency Operations Center (SEOC) in Columbia, SC. In the event the requirements exceed the state's capabilities, the SEOC will coordinate with other states and/or the federal government to acquire the needed support. All requests will be tracked in Palmetto EOC when able. See EMAC.
2. Once the EOC has become operational individual ESFs and 'non-numbered' ESFs are encouraged to coordinate directly with their SEOC counterpart. All initial requests for resources must be processed through the Operations Officer and/or EOC Manager but follow-up coordination can be handled directly. Again, documentation in Palmetto EOC is required.

D. Daily Situation Reports (SITREPs)

1. Every day the EOC is operational, a daily Situation Report will be produced. This report will cover all activities that have occurred the previous 24 hours. It will have a cut-off time of 1200 hours (noon) unless changed by the SEOC. As the situation progresses, interim updates may be produced every 4 to 8 hours highlighting only those items that have changed since the last report.
2. The SITREPs will be prepared by the Situation Unit and approved by the EOC Commander or EOC Manager if designated to do so. Once approved, it will be distributed to the Policy Group and the EOC Staff (updated in Palmetto EOC).
3. SITREPs will use “Community Lifelines” to assess, monitor and communicate the state of critical government, infrastructure, and supply functions (more details below).
4. The approved SITREP will be sent to the SEOC as scheduled through coordination with the SEOC Situation Unit. Each SITREP will be conspicuously numbered to aid in tracking changes.

E. Community Lifelines

1. Community Lifelines are fundamental services in the community that, when stabilized, enable all other aspects of society to function. When lifelines are disrupted, decisive intervention is required to stabilize the incident. Community Lifelines include:
 - a. Safety and Security
 - b. Food, Water, Shelter
 - c. Health and Medical
 - d. Energy (Power & Fuel)
 - e. Communications
 - f. Transportation
 - g. Hazardous Materials
2. Community Lifeline are color coded to indicate their condition during an event:
 - a. Grey: Unknown

1) Indicates the extent of disruption and impacts to lifeline services is unknown (Unknown).

b. **Red:** Unstable

1) Indicates lifeline services are disrupted and no solution is identified or in progress (Unstable, no solution in progress).

c. **Yellow:** Stabilizing

1) Indicates lifeline services disrupted but solution in progress with estimated time to stabilization identified (Unstable, solution in progress).

d. **Green:** Stable

1) Indicates lifeline services are stabilized. Re-established, or not impacted (Stable). However, green lifelines may still be severely impacted even though they are stabilized.

F. Briefing Schedule

1. Once the EOC has been activated, the EOC Manager will conduct an “Activation Briefing”. This will detail the situation and provide guidance (ICS-201) to the EOC Staff on the priority issues. This briefing will occur as soon as the EOC is appropriately staffed.
2. Once the EOC becomes operational these briefings will be conducted three times daily. These will occur at 0830, 1130 and 1630, unless otherwise announced or as required by the event. All ESFs will be expected to give a brief description of their priority issues and any unresolved concerns they have.
3. In the event of a special situation, the EOC Manager may conduct update briefings between the regularly scheduled briefings. Sections will do their own internal shift update briefings during the 30-minute overlap of Shift Schedules as seen below:

a. **12 Hour Shifts:** 0800 - 2030 / 2000 - 0830

b. **8 Hour Shifts:** 0800 - 1630 / 1600 - 0030 / 0000 - 0830

G. Command Post - EOC Interface

1. Regarding field operations, small emergencies may be dealt with at the scene, without opening the EOC although a partial activation by EMD staff and coordination with others outside the county may be required. If the situation involves multiple agencies, then the situation will be managed utilizing NIMS and the Incident Command System.
2. In the event of a small-scale emergency, the County's Mobile Command Post (ICP) may be sent to the scene. If the Mobile Command Post is dispatched it will serve as the Incident Commander's Headquarters and the Incident Command Staff will work out of it. Also note an Incident Management Team cell may also be dispatched to provide staff support to the IC.
3. Unified Command and Area Command operations may also be considered for the wide geographical area event. Again, NIMS and traditional ICS principals will be implemented and the involvement of some elected or executive staff may be required.

VIII. ADMINISTRATION & LOGISTICS

A. General

1. A large-scale emergency or disaster will place a tremendous demand on the resources of the county. The priorities for resources will be dynamic, based on the specific situation that the county is facing. However, in general terms, immediately following a disaster the following will be considered the priority items: Water, Food, Medication and Shelter.

B. Personnel Issues

2. When this EOP is implemented, all county resources are available to respond to and recover from the disaster. In the event of an emergency, personnel may be tasked to accomplish a mission outside of their normal area of responsibility. This will be coordinated through the Employee/Family Support Unit in coordination with the Administrator if required.
3. If additional personnel resources are needed, they can be acquired through a variety of means, to include, but not limited to:

- a. Mutual Aid Agreements with other counties or municipalities (EMAC requests) [See MOU/MOA Binder in EOC].
 - b. The State Emergency Operations Center (SEOC).
 - c. Contractors.
 - d. Volunteers.
4. If additional personnel are brought in to assist in managing the disaster, care must be given to ensuring that liability issues, pay issues and sustainment issues are properly addressed prior to their arrival.

C. Financial Accountability

1. Expenditures of County monies for emergency operations will be conducted in accordance with county ordinances. In addition, state and federal monies may become available to assist in the disaster effort. Accounting for the expenditures of the federal, state and county monies will be subject to audits, both internally and externally.
2. Individual departments are responsible for collection, reporting and maintenance of records documenting disaster costs. The Chief Financial Officer will provide specific documentation guidance to department heads and division directors on an annual basis. These FEMA forms may change from time to time.

D. Facility Management

1. Facility Management and Support of the EOC will be accomplished by the Facility Support Unit and others in the Logistics Section. The Logistics Section Chief and EMD Liaison or designee, will coordinate with this unit. The minimal primary responsibilities of this group include:
 - a. Feeding of the EOC staff (ESF-11).
 - b. Entry control into the EOC (ESF-13 Security/ EOC LNO for Sign-In).
 - c. Administrative support to the EOC Sections.
 - d. Logistical, housekeeping and maintenance support for the EOC
 - e. Berthing (use of LE Center space or contracted lodging).
 - f. Generator OPS and Re-Fueling.
2. Management of all other county owned property will be the responsibility of the Facilities and Grounds Department. County departments that have

dedicated facilities have a joint responsibility with the Facilities Maintenance Department for managing these facilities (e.g., Fire Stations, EMS, Libraries, etc.) and will conduct their own damage assessments as may be necessary.

3. County housekeeping staff and/or Jail Trustees will be assigned to the EOC to provide support services.
4. Salvation Army will provide EOC staff and field personnel feeding, in coordination with arrangements by the Emergency Food Coordinator (ESF-11).

IX. CONTINUITY OF OPERATIONS & CONTINUITY OF GOVERNMENT

A. Succession of Authority

1. Continuity of Operations/Continuity of Government (COOP/COG) and the Direction and Control of emergency operations are essential during emergencies and disasters. The following three positions are considered critical and must be functional. This section addresses the operations side of managing the emergency and not the role of our elected officials per se as described in the section below. In the event the primary individual is unavailable the next person on this list will fill the position in the order listed below:

a. Incident Commander

- 1) County Administrator.
- 2) Deputy County Administrator of Public Safety.
- 3) Emergency Management Director.

b. Operations/EOC Manager

- 1) EMD Deputy Director.
- 2) EMD Emergency Management Specialist.
- 3) EMD Communications Engineer.

c. Declaration Authority (Declaring State of Emergency)

- 1) County Council convenes and declares state of emergency.
- 2) County Council Chairperson.

- 3) County Council Vice Chairperson.
- 4) Any County Council Member.
- 5) County Administrator.
- 6) Deputy County Administrator of Public Safety.
- 7) Emergency Management Director.

B. Preservation of Records

1. In the event of a federally declared disaster, records will be preserved according to federal regulation at the time. If it is not federally declared, individual department guidelines will be followed however, using the state suggested federal forms would be prudent and would provide the best fiscal practices.

C. Continuity of Operations/Continuity of Government Plan

1. In April 2012, the Emergency Management Department facilitated the process to develop a comprehensive COOP/COG. This plan was developed in compliance with CPG 101 and includes individual department attachments to include department lines of succession, delegation of authority and essential mission functions.
2. Information regarding “provisions for interoperable communications” can be found under the ESF-2 annex as well as the Regional Tactical Interoperability Communications Plan.

X. PLAN MAINTENANCE & FUTURE DEVELOPMENT

A. General

1. This plan is the principal document detailing Dorchester County’s emergency management activities. The designated ESF Primary Agency is responsible for coordinating, developing, and maintaining portions of this plan that pertain to their ESF.
2. The EMD Director will perform overall coordination and developmental guidance. All plans need to adhere, where possible, to NIMS and ICS guidelines.

B. Responsibility

1. Dorchester County Emergency Management will assist all ESF annex updates, in coordination with the primary agency to conduct a workshop to review the annex and discuss operational issues.
2. At a minimum, this plan and all supplemental plans and procedures will be reviewed and updated annually or as needed based on an actual event or comprehensive full-scale exercise. Not all annual reviews will necessarily result in a total plan revision. However, pertinent changes will be properly posted and recorded.

XI. AUTHORITIES & REFERENCES

A. County

1. Dorchester County Ordinance No. 08-01, 7 Jan 2008, as revised.
2. Dorchester County Recovery Plan
3. Dorchester County (BCD) Hazard Mitigation Plan
4. Dorchester County Emergency Operations Center SOP
5. Dorchester County Logistics Plan

B. State

1. South Carolina Code of Laws, 6-11-1410 through 6-11-1450.
2. South Carolina Code of Laws, 25-1-420 through 25-1-460.
3. SC Regulation 58-1, Local Government Preparedness Standards Code of Regulations.
4. SC Regulation 58-101, State Government Preparedness Standards, Code of Regulations.
5. Santee Cooper Emergency Action Plan for Dam Failure
6. Governor's Executive Order 2003-12 and 2003-21
7. South Carolina Emergency Operations Plan, with current changes.
8. South Carolina Recovery Plan, current version
9. SC Hurricane Plan, current version
10. SC Earthquake Plan, current version
11. SC Mass Casualty/Fatality Plan, current version
12. SC Catastrophic Response Plan, current version
13. SC Logistics Plan, current version
14. SC Drought Response Plan, current version
15. SC Tsunami Plan, current version
16. SC Terrorism Plan, current version

C. Federal

1. Robert T. Stafford Relief and Emergency Assistance Act, Public Law 93-288, Title VI, as amended.
2. Code of Federal Regulations (CFR), Title 44, as amended.
3. National Response Framework [NRF].
4. Presidential Executive Order 12148 – Federal Emergency Management.
5. Homeland Security Presidential Directives

**DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ATTACHMENT A: LOGISTICS PLAN**

Coordinating Agency:	Emergency Management Department
Primary Agencies:	Business Services Division - Purchasing Division Water & Sewer Department Elections & Voter Registration
Support Agencies:	Emergency Medical Services Dorchester District 2 Schools Tri-County Links Municipal Government (s)

I. INTRODUCTION

The Dorchester County Emergency Management Department has developed this Logistics Plan to ensure the county operates at the highest state of readiness and efficiency during large scale emergencies or disasters requiring the logistical coordination of specialized teams, equipment, materials, and supplies.

II. PURPOSE

To provide local-level logistical support to public and private sector partners.

III. SCOPE

- A. Establishes the policies and procedures by which the county will coordinate pre- and post-incident logistical operations including needs assessment, receiving supplies, staging/warehousing supplies, supply distribution, ordering, processing, and transporting supplies requested by county, municipal, non-profit, private sector, and other relief entities supported by the county.
- B. Describes the functions and operations necessary to private a comprehensive disaster logistics system for commodities, equipment, and personnel, beginning at the county level and continuing through local distribution
- C. Utilizes county resources whenever possible to conduct operations and describes how and where private sector resources will assist or assume responsibility for operations.

IV. ASSUMPTIONS

- A. Normal retail availability and supply routes for everyday use and specialty products will be interrupted.
- B. This plan will interface with the state logistical plans.
- C. County and local government logistical plans and resources will be implemented to the maximum extent possible.
- D. Various logistical functions (e.g. regional staging areas, transportation services, and other contracted services) will function in a coordinated effort in order to supply the residents of the affected areas with resources until the capability to locally acquire goods and services is restored.
- E. The county will participate in SCEMD's resource gap analysis upon request and follow-up with local agencies to confirm findings and determine alternative or corrective actions.

V. SITUATION

- A. The state may preposition response and initial recovery commodities, equipment and services required in anticipation of a hurricane or other anticipated incident or event.
- B. Following an incident, the county will need resources for sustaining the health and welfare of its citizens, as well as reducing damage and beginning the process of recovery.
- C. Depending on the type, size, location, and duration of an incident, normal trade and commerce will be interrupted resulting in high demand for limited resources.
- D. Labor forces will be disrupted due to evacuation, relocation, restrictions, or unavailability due to family or personal recovery activities. In coordination with the state, the county may be required to provide life sustaining resources and equipment to damaged communities.
- E. To support the logistical requirements, the county may be required to work with the state to establish and utilize regional staging areas or base camps to stage resources, equipment, and personnel to facilitate response and recovery operations.

VI. CONCEPT OF OPERATIONS

A. Resource Management

1. EOC Request Process

- a. The EOC will serve as the primary coordination point for all response and recovery missions throughout the county.
- b. All emergency resource requests must be routed through the appropriate ESF.
- c. If the ESF cannot locate the resource at the local level or private sector, they will consult their ESF counterpart at the state level.
- d. All resource requests made to the state level will be entered in the Palmetto system.

2. Municipal Interface

- a. When a municipal government has exhausted their resources, a request for assistance should be communicated to the county EOC through the appropriate ESF.
- b. If the county cannot fulfill the request, the ESF managing the request will consult their state ESF counterpart.

3. Regional Interface

- a. Depending on the scope of the incident, select resources may be available at the regional level.
- b. As part of the of the EOC resource management protocol, an ESF should consider whether a resource can be acquired at the regional level before requesting state assistance.

4. Private Sector

- a. In addition to pre-disaster contracts, some resources may be available locally from the private sector.
- b. Existing relationships between county departments and industry partners may provide an outlet to accessing select resources. These relationships most often exist amongst departments to include Economic Development, Public Works, and Water and Sewer.
- c. Other situations may necessitate the county assisting the private sector with resources, such as personal protective equipment.

B. Staging

1. Local

- a. Selecting staging areas of any considerable size will require cooperation between the ESF staff in the Operations Section and Logistics Section, along with GIS Unit.
- b. The Logistics Section will be responsible for initiating the dialogue with property owners to obtain permission for the use of the property as a staging area. In some cases, a written agreement which may be required at which time the Logistics Section Chief will coordinate with the County Attorney's Office.

2. Regional

- a. Regional staging areas will primarily be managed by the state.
- b. These locations will require a substantial amount of hard stand surface and will likely operate for an extended period of time.
- c. Potential locations may include weigh stations, airports, or large parking areas at commercial or industrial sites.

C. Base Camps

- 1. The establishment of a base camp will primarily be a state or federally driven mission.

2. A base camp provides disaster response agencies with a secure location for shelter, food, and additional basic services.
3. Depending on the availability of existing infrastructure, these locations will require the construction of roads, fencing, electricity, water, and wastewater services.
4. Most shelter facilities onsite will be temporary in the form of tents.
5. The primary resource for managing a base camp is a South Carolina Incident Management Team.
6. The state may use contractor support for set up and management operations.

D. Transportation

1. People

- a. The transportation of any large number of people during disasters is augmented through a memorandum of agreement between the county and Dorchester District 2 Schools.
- b. The most plausible scenario requiring activation of the agreement involves hurricane evacuation.
- c. Depending on the nature of the event, and number of people requiring transportation, the emergency management department may request assistance from other agencies including Tri-County Links or utilize one of the county's passenger vans.

2. Materials

- a. The county's ability to transportation equipment or materials is limited to several lowboy trailers, cargo vans, and one small box truck.
- b. In the event that a transportation mission exceeds local resource capabilities, the county will contract with a local rental or transportation company.

E. Warehousing

1. The Water & Sewer Department warehouse located at 235 Deming Way, Summerville, will serve as the primary receiving point for emergency supplies.
2. The warehouse includes four loading docks and material handling equipment (e.g. forklift) to properly move and store commodities. If this location is not available, the county will identify a comparable location to rent in coordination with the Economic Development Department.

F. Sandbags

1. An emergency sandbag mission is primarily initiated in preparation for a potential flood event.
2. Sandbags will be made available to the public in two methods, one of which will be determined by the Sandbag coordinator based upon the availability of staff and number of hours prior to the flood event.
 - a. Filled Bags – the assembly of filled sandbags is a labor-intensive operation. Upon request, the sandbag filling machine will be deployed to the assembly area. Filled sandbags will be loaded onto pallets and delivered to pre-designated distribution sites. Please refer to the Emergency Sandbag Standard Operating Guide for more information.
 - b. Unfilled Bags – unfilled sandbags and sand will be delivered to specific locations, primarily near flood-prone area, where the public will fill their own sandbags. At least two county employees and one law enforcement officer will be required to maintain order.

G. Points of Distribution (POD)

1. In the event that local water service and grocers are unable to restore operations following an event, locations will be established to distribute

emergency commodities including bottled water and meals-ready-to-eat (MRE) to the public.

2. The setup, operations, and demobilization of the POD site will follow Army Corps of Engineer guidance, which was utilized as a framework to develop the county's POD standard operating procedures document.
3. The EOC Supply Unit will coordinate for the deliver of supplies directly to the POD site.
4. All distribution activities will take place during daylight hours.
5. POD staff will be a combination of county and municipal employees as well as volunteers to include CERT. In some cases, the county may request manpower support from the state.

H. Donations Management

1. The management of donated goods, both solicited and unsolicited will require receiving, delivery, and distribution functions.
2. The county will solicit for specific donated goods.
3. A warehouse operation will be established at the Water & Sewer Department to receive, inventory, and prepare orders for Neighborhood Distribution and Information Points (NDIP).
4. NDIP managers will communicate directly with the EOC Supply Unit to request specific commodities for distribution at their sites.
5. The EOC Supply Unit will confirm the availability of commodities and request the warehouse staff assemble specific orders for NDIP's.
6. All orders will be available for pick-up by the NDIP manager or, if transportation resources are available, the order will be delivered to the NDIP site.

I. Personal Protective Equipment (PPE)

1. In some incidents (e.g. infectious disease outbreaks) the normal supply chain for PPE be constrained at which time requests will be made to the state level of assistance.
2. The Emergency Management Department will serve as the primary coordinating agency for PPE requests.
3. The private sector may require assistance from the County.
4. PPE will be received, inventoried, and stored at the County Water & Sewer Warehouse.
5. Requesting entities will be required to track burn rates and provide this data with their request.
6. PPE may be distributed from the warehouse or EMD office.

J. Interface with State Logistics Plan

1. The county will work with SCEMD to ensure the local logistical plans address core functions and best practices including operations and distribution.

K. Determination of Commodity Needs

1. The county will anticipate immediate resources needed, implement procurement or resource requests to the state, and distribute accordingly.
2. Historically the county has requested very few resources from the state level before an event.
3. Until more reliable information is available, the county will base the number of affected population and resource needs on estimates of customers without commercial electric power using the Palmetto program or through individual utility provider outage maps.
4. The county and its municipalities will conduct damage assessments following a disaster to determine the type and quantity of resources needed.
5. The county will report damage assessment information to SCEMD including the extent of the damage, population affected, and resource needs.

6. For the distribution of emergencies commodities (e.g. POD), the county will confirm the operability of distribution sites and transportation routes.

L. Accounting, Finance, and Administration

1. See ESF-7 (Finance and Administration) of the County EOP.
2. Expenditures and record keeping for county funds will be in accordance with county policies and regulations as well as the County EOP.
3. The Supply Unit in coordination with the Finance Section will track all items for accountability and reporting to FEMA, as applicable.
4. Municipalities and other requesting entities are responsible for the costs associated with resource requests to include but not limited to purchased/leased items, the National Guard, EMAC, and federal assets.

M. Demobilization

1. The EOC Logistics Section will demobilize in accordance with the Incident Action Plan.
2. Any County resources deployed will be demobilized in coordination with the resource provider or incident commander.
3. Final inventory at the end of the event will be conducted to ensure accountability of commodities.

VII. RESPONSIBILITIES

A. Emergency Management Department

1. Maintain plans, policies, and procedures related to emergency logistical missions in coordination with support agencies.
2. Lead emergency logistical missions from the emergency operations center and liaison with the state level.

B. Business Services Department – Purchasing Division

1. Develop and implement contingency contracts for support and implementation of this plan, as requested.
2. Maintain contact with contractors regarding commodity availability before and during an event.

C. Water & Sewer Department

1. Provide warehouse space and assist with the temporary storage of emergency commodities.

D. Elections & Voter Registration

1. Assist with receiving, inventory, and distribution of emergency commodities, as well as overall warehouse management.

E. Dorchester District 2 Schools

1. In support of ESF-1, coordinate school buses for emergency transportation.
2. Provide outdoor (parking lot) space for distribution missions, as requested.

F. Tri-County Links

1. In support of ESF-1, coordinate buses for emergency transportation.

G. Municipal Government(s)

1. Assist in the coordination of distribution sites to include site identification, manpower, and security.
2. Maintain accountability of resources and resource requests.

H. South Carolina Emergency Management Division

1. Provide technical and resource assistance to the County upon request.

VIII. PLAN MAINTENANCE

- A. This plan is maintained by Dorchester County Emergency Management with assistance from supporting agencies. The plan will be reviewed and revised (as necessary) on an annual basis.
- B. The plan will be evaluated during exercises and will be evaluated during incident response operations (after action review).
- C. The Emergency Management Department will ensure that changes to this plan are coordinated with stakeholders and included in the County EOP annual update.

**DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ATTACHEMENT B: ACRONYMS & ABBREVIATIONS**

ARES	Amateur Radio Emergency Services
CERT	Community Emergency Response Teams (Local)
COOP/COG	Continuity of Operations Plan / Continuity of Government
CP	Incident Command Post AKA (ICP)
DHEC	Department of Health and Environmental Control (State)
DSS	Department of Social Services (State)
DFO	Disaster Field Office (Federal)
DOT	Department of Transportation (State)
DNR	Department of Natural Resources (State)
DRC	Disaster Recovery Center
EAS	Emergency Alert System
EM	Emergency Management
EMAC	Emergency Management Assistance Compact
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
ESF	Emergency Support Function
FEMA	Federal Emergency Management Agency
FPC	Forward Emergency Operations Center
FOSOP	Field operations Standard Operations Procedures / Guide (FOG)
HAZMAT	Hazardous Materials
ICS	Incident Command System
IMT	Incident Management Team (Regional)
JFO	Joint Field Office
JIC	Joint Information Center (State - Local)
JIS	Joint Information System
NIMS	National Incident Management System
NG	National Guard (State)
NHC	National Hurricane Center
NWS	National Weather Service
OPCON	Operating Condition
PIO	Public Information Officer
POD	Points of Distribution of Commodities (FEMA - Vehicle POD)
SCEOP	South Carolina Emergency Operations Plan
SEOC	State Emergency Operations Center
SERT	State Emergency Response Team
SLED	State Law enforcement Division
SOP	Standard Operating Procedure
USAR	Urban Search and Rescue

**DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ATTACHMENT C: DORCHESTER COUNTY ESF's**

Number:	Function:	Primary Agency:
1	Transportation	Dorchester County Fleet Maintenance
2	Communications	EMD Communications Support Division
3	Public Works & Engineering	Dorchester County Public Works
4	Fire Fighting	Dorchester County Fire Rescue
5	Information & Planning	Dorchester County Planning & Zoning
6	Mass Care	SCDSS – Dorchester County
7	Resource Support	Dorchester County Procurement
8	Health & Medical	Dorchester County EMS
9	Search & Rescue	Sheriff Office & DCFR
10	HAZMAT	Summerville Fire Rescue
11	Food Services	SCDSS – Dorchester County
12	Energy & Utilities	Dorchester County Water & Sewer
13	Law Enforcement	Dorchester County Sheriff Office
14	Recovery & Mitigation	Dorchester County EMD
15	Public Information	Dorchester County Administrator's Office
16	Emergency Traffic Management	Dorchester County Sheriff Office
17	Animal Emergencies	Dorchester County Neighborhood Services
18	Donated Goods & Volunteers	Dorchester County EMD
19	Military Support	SC National Guard
24	Business & Industry	Dorchester County Economic Development

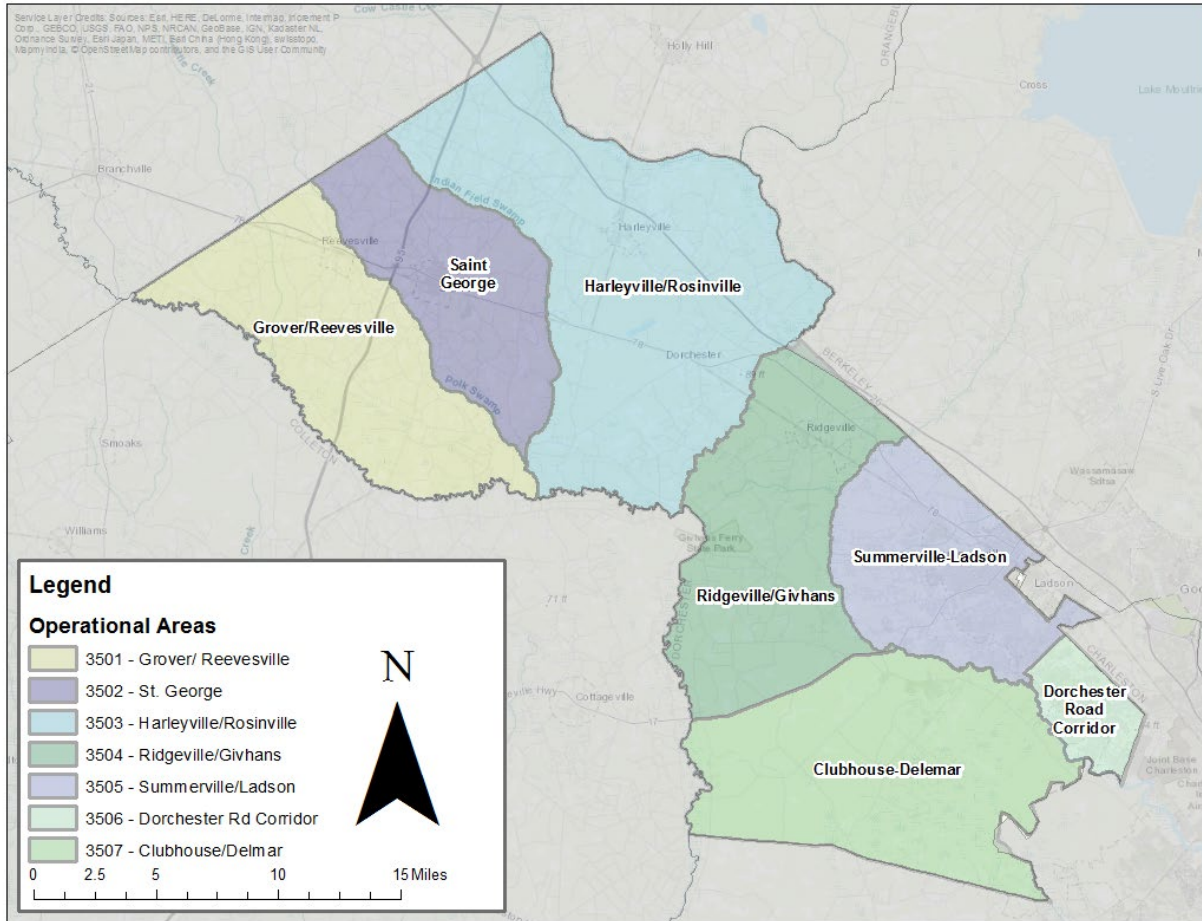
**DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ATTACHMENT D: DORCHESTER COUNTY NON - NUMBERED ESF's**

Non-Numbered ESFs:

Primary Agency:

Air OPS [part of ESF-13]	Sheriff Office and County Airport
Applicant Agent	Dorchester County Business Svs Department (BSD)
Citizens Call Center	Dorchester County Register of Deeds
Contractor Coordinator	Dorchester County BSD – Purchasing Division
Employee / Family Support Unit	Dorchester County Human Resources Department
Facilities Support Unit	Dorchester County Facilities & Grounds
Finance / Admin Section Chief	Dorchester County BSD
Generator Support Unit	Dorchester County Facilities & Grounds
ITS Support Unit	Dorchester County ITS Department
Legal Officer	Dorchester County Attorney's Office
Liaison (State / Fed) Officer	Dorchester County EMD
Logistics Section Chief	Dorchester County EMD
Municipal EOC (MEOC) Liaison	Dorchester County EMD
Operations Section Chief	Dorchester County EMD
Planning Section Chief	Dorchester County Planning & Zoning Department
Policy Group	Dorchester County Council
Recovery Officer	Dorchester County Administrator's Office

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ATTACHMENT E: DORCHESTER COUNTY OPERATIONAL AREAS & DESCRIPTIONS



Ref: South Carolina Hurricane and Earthquake Plans

3501 Grover / Reevesville: Bounded by the county line to the north, west by the Edisto River, east by the Polk Swamp Tributary. Includes the Grover community.

3502 St. George: Bounded by the county line to the north, west by the Polk Swamp Tributary, east and south by the Indian Field Swamp tributary. Includes the small town of St. George.

3503 Harleyville / Rosinville: Bounded by the county line to the north and east, west by the Indian Field Swamp tributary and south by the Four Hole Swamp tributary. Includes the small towns of Harleyville and Reevesville.

Note: 3501 - 3503 are rural areas that have an approximate population of 14,000.

3504 Ridgeville / Givhans: Bounded by Four Hole Swamp to the north, south by US 17A, east by the Great Cypress Swamp, and west by county line. Includes the small rural town of Ridgeville and the small unincorporated area of Givhans. Dorchester State Park is located here as well.

3505 Summerville / Ladson: Bounded by the Great Cypress Swamp to the north, Ashley River to the west, county line to the east, and south boundary is SR 230. Includes the large town of Summerville and small unincorporated communities of Knightsville and Jedburg.

3506 Dorchester Road Corridor: Bounded by the Ashley River to the west, east and south by the county line, and north by SR 230. Includes Dorchester State Park, parts of the Ladson community, and the western part of the CITY of North Charleston.

3507 Clubhouse / Delmar: Bounded by the county line to the west, east, and south, north by US 17A and the Great Cypress Swamp tributary.

**DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ATTACHMENT F: RE-ENTRY PLAN**

Coordinating Agency:	Emergency Management Department
Primary Agencies:	Dorchester County Sheriff's Office
Supporting Agencies:	Summerville Police Department North Charleston Police Department SC Highway Patrol Dorchester County Fire Rescue Summerville Fire Rescue North Charleston Fire Department Dorchester County Public Works Department SC Highway Patrol SC Department of Transportation

I. INTRODUCTION

The Dorchester County Emergency Management Department has developed this Re-entry Plan to provide for an organized and coordinated return to evacuated areas following a disaster.

II. PURPOSE

The purpose of this plan is to provide guidance to local and state agencies for an event that has caused a large-scale evacuation of Dorchester County and the return of those citizen in an orderly and efficient re-entry process.

III. MISSION

To quickly evaluate and assess the immediate human needs (food, water, health/medical, and housing) and the operational status of vital community infrastructure (transportation, communications, and utility systems). To assist impacted localities with the restoration of essential services. To plan for and implement, when possible, the return of evacuees to their homes.

IV. SITUATION & ASSUMPTIONS

Each municipality is responsible for conducting its own immediate needs assessment to determine re-entry restrictions. This assessment will determine if the locality is safe to permit re-entry of residents, property/business owners. However, state, and federal assistance may also be available to assist or to conduct such an assessment. State participation will be coordinated by SCEMD and federal participation by DHS/FEMA. This

plan is designed for the return of residents following an evacuation prior to a hurricane but may be modified to address other large evacuations.

V. CONCEPT OF OPERATIONS

A. Return to the Risk Area

1. Once the threat has passed, county re-entry policy may be based upon one of three (3) scenarios.
 - a. Storm has passed and there is little or no damages that effect the communities.
 - b. Effects are isolated to a localized area, operational area, or region of the county with minimal or isolated significant damages, i.e. barrier islands north of the harbor.
 - c. Total devastation with significant infrastructure damages over a widespread area.
2. The decision of when to permit residents to return to the affected area will be made cooperatively between the County EOC and municipalities in the impacted areas based upon the three scenarios above. The decision to allow reentry will be based on an overall evaluation of the situation, including the following major factors:
 - a. Access - Following a major event an aerial survey of the impacted areas should be conducted immediately to identify and prioritize the most seriously damaged areas of the locality. This can determine the level of damage to major routes into the area and help to determine the time needed for debris clearance from those routes.
 - b. Essential Emergency Services – Emergency Services agencies that have been moved to a safe haven shelter prior to an evacuation need to return back to their service areas.
 - c. Water Levels – Floodwaters have receded from most of the area.
 - d. Public Health - Water and sewer services are operating.
 - e. Subsistence - Food is available or made available in the impacted area.

- f. Utilities - Electricity, potable water, sewer services, telephone, and natural gas services are operating or when they are made available in the affected area.
 - g. Existing services can support the people already in the impacted area as well as an additional influx of people.
- 3. Pre-Reentry Teams should begin the process of clearing access to critical facilities and roads to facilitate the reentry process. The Pre-Reentry Teams consist of but are not limited to:
 - a. Public Works Team with heavy equipment (wheel loader, backhoe, etc.), and chain saw crews.
 - b. Power Crew to identify and remove down utility lines. (Power, Cable, etc.).
 - c. Emergency Medical Service or Fire to provide medical support to victims that are located while opening roads.
 - d. Law Enforcement to provide security for crews.
- 4. Once the decision to permit re-entry has been established law enforcement personnel should set up checkpoints and roadblocks as needed based upon the level of damage that has occurred. Re-entry can proceed as recommended based upon a Phased Re-entry. This can limit primary access to essential personnel and help to manage the number of people entering the disaster area.
 - a. Phase A – Phase A allows the re-entry of agencies and groups that play key roles in restoring normal operations in the impacted area following a disaster. Law enforcement personnel should restrict access during this phase to provide for area safety and security. Phase A agencies and groups may include, but are not limited to, the following:
 - 1) Law Enforcement and security agencies (including private security for facilities and residential communities).
 - 2) Search and Rescue Responders
 - 3) Facility/Industry Emergency Response Teams

- 4) Debris clearing and removal crews
 - 5) Infrastructure and Utilities Repair Personnel
 - 6) Official Damage Assessment Teams
 - 7) Other personnel at the direction of the County/Municipal Emergency Operations Center's
- b. Phase B – Phase B allows for the limited re-entry of other critical groups as well as residents and business owners. The local EOC in coordination with public safety personnel should determine when it is safe to begin Phase B entry. These groups may include, but are not limited to, the following:
- 1) Relief Workers
 - 2) Commodities Points of Distribution (POD) Teams
 - 3) Health Agencies
 - 4) Insurance Agents
 - 5) Large Box Store Management and Staff (e.g. hardware)
 - 6) Hotel/Motel Staff (to prepare for receiving of State and Federal relief agencies)
- c. Phase C – Phase C allows for the limited re-entry of only those residence who can prove they live, own, rent, lease or otherwise have a need to be allowed into the restricted areas.
5. If the impacted areas cannot support the return of evacuated residents, temporary housing may be established in non-impacted areas near the disaster area. State and County authorities in accordance with the State Disaster Recovery Plan will make decisions on the location and operation of temporary housing facilities.
 6. Residential and nursing homes are **NOT** to bring residents back to the community until all services have been restored to normal. To include power, water, sewer, communications, and local suppliers of commodities used by the facilities.

7. In the event of a major disaster declaration, a Joint Field Office (JFO) will be established in or near the affected area. Federal and state officials will work from this facility to support disaster response and recovery operations.

B. Checkpoints & Routes

1. Evacuees will return to the area following primary and secondary evacuation routes.
2. Pre-Established Traffic Control points will be used to verify residents or workers have a need to re-enter a restricted area. Serve as a roadblock to deny entry of those looking to site see or other undesirable intent.
3. Local law enforcement officers should be primarily responsible for establishing and staffing checkpoints for re-entry into their locality. Local Check points may be supplemented by County, Constables, State and Mutual Aid assistance. Secondary Check Point may be established by local jurisdiction where required.

Table 1. Re-Entry Checkpoint Locations

SCHP TCP Number	Traffic Control Point	Operational Area
Chas-NChas-C-03	SC 642 @ Ashley Phosphate Rd.	3506
Chas-Dorch-A-02	SC 642 @ S 230 (Ladson Rd.)	3506
Chas-Dorch-A-05	SC 642 @ SC 165	3505
Chas-Dorch-A-06	US 17A @ S 22 (Old Orangeburg Rd.)	3505
Chas-Dorch-C-01	SC 642 @ US 17A	3505
Chas-Dorch-C-02	SC 61 @ SC 165	3507
Chas-Dorch-C-03	SC 61 @ US 17A	3504
Chas-Dorch-D-01	US 78 @ SC 165 (Berlin G. Myers Pkwy.)	3505
N/A	SC 165 (Berlin G. Myers Pkwy.) @ S 199 (Trolley Rd.)	3505
N/A	US 78 @ US 17A	3505

4. To expedite the reentry process, an Identification Verification Area (IVA) should be established close to each checkpoint for people with questionable identification. Every effort should be made to ensure that residents return to their homes as soon as safely possible. Law enforcement may limit the flow of returning traffic to better manage the checkpoints.

C. Identification Procedures

1. Identification procedures are intended to provide guidance for law enforcement personnel who may be directing access to disaster-impacted localities.
2. Residents should have proper identification, such as a driver's license, voters registration, utility bills, property tax receipts, a document that proves residence within the disaster area, etc.
3. Relief workers and business owners should have a company ID card, and/or Dash Pass with agency information to enter an impacted area.

D. Roadblocks

1. The strategic location of roadblocks is an important part of the reentry process. Roadblocks can be utilized to seal entry points into devastated areas for two main reasons.
 - a. Roadblocks can be used to prevent mass entry of the civilian population, which can clog rescue routes for people in the impacted areas who may require medical attention.
 - b. Roadblocks are a method to help curtail acts of unlawfulness such as looting.

E. Curfews

1. Curfews may be initiated as a crime prevention measure depending on the intensity of the disaster and the level of damage sustained. The decision to implement a curfew and the duration rest with the local governing body but said curfews should be coordinated through the Emergency Council to ensure continuity among jurisdictions.
2. Curfews may be implemented County wide, regionally or within a municipality depending on the impact of the emergency.

F. Re-Entry Public Information

1. ESF-24: Business & Industry, in coordination with the ESF-15: Public Information, will provide information to assist business and industry in Dorchester County to plan for re-entry procedures and return to their respective locations.

2. Pre-Incidents the Re-Entry procedures will be post on the County Website, as well as will provide businesses with the policy upon request.
3. Post storm, ESF-15 will issue press releases to local, State and National Media outlets to inform the public of Dorchester County's re-entry policy.

VI. RESPONSIBILITIES

A. General

1. Following a mass evacuation, and the evacuation order has been lifted, the Traffic Control Points for evacuation operations will become Traffic Control Points for re-entry manned by the Law Enforcement agencies as designated in the South Carolina Hurricane plan.

B. Dorchester County Emergency Management Department

1. Coordinate EOC activities to include Evacuation and Re-Entry activities.

C. Dorchester County Public Information Officer

1. Coordinate the Joint Information Center activities to include press releases and public information upon request.

D. Dorchester County Sheriff's Office

1. Provide EOC staff to coordinate law enforcement missions pertaining to evacuation and re-entry activities.
2. Provide deputies to man Traffic Control Points and Roadblocks.
3. Coordinate with other law enforcement agencies to ensure TCPs are manned and assist where required.
4. Maintain security to evacuated areas.

E. Local Law Enforcement Agencies

1. Provide Police Officers to man Traffic Control Points and Roadblocks.
2. Maintain security to evacuated areas.

F. South Carolina Highway Patrol

1. Provide Patrol Officers to man Traffic Control Points and Roadblocks.
2. Maintain security to evacuated areas.

G. Dorchester County Public Works Department

1. Assemble and deploy Pre-Entry Team with heavy equipment to open primary routes following a disaster.
2. Assist other agencies with pre-reentry operations and damage assessment.

H. Fire Departments

1. Assemble and deploy Pre-Entry Team to open primary routes following a disaster and assess areas to trapped and injured victims.
2. Assist other agencies with pre-reentry operations and damage assessment.

I. Businesses, Utilities, and Industry

1. Prior to a disaster affecting the area businesses, utilities, industries, facilities should take step to identify and prepare proper documentation for its employees.
2. Proper credentialing will ensure essential staff can prove their need to be allowed to transit the disaster areas following a major disaster to begin recovery operations and provide essential services.

VII. PLAN DEVELOPMENT & MAINTENANCE

1. This plan is the principle source for guidance concerning re-entry to Dorchester County following an event that forced a significant evacuation of citizen from Dorchester County. Overall coordination of this plan will be administrated by the Dorchester County Sheriff's Office, the lead Law Enforcement Agency for Dorchester County.

Vehicle Dash Pass Guide

Following a disaster in Dorchester County areas of the County or impacted communities may impose curfews; restrict access to only Public Safety, Residential or Facility Security, Emergency Response Teams, and Utility Repair Crews as part of the re-entry process. It may be necessary to not allow re-entry of residents, site-seers, or those with illegal intent into impacted areas until infrastructure repairs and security has been established.

To assist Law Enforcement personnel in identifying those individuals who have a need to access or travel restricted areas, EMD provides guidance for issuing Dash Passes. Employees of critical facilities or functions can display these passes in the vehicles to call attention to the fact that they have a need to access secure areas or be in transit during curfew hours.

The Dash Passes do not guarantee access to the entire County. They do identify essential employees that may need to be able to pass through checkpoints to perform pertinent duties required to begin recovery operations.

Dash Passes must be used in conjunction with a company's official identification card that has the employee's picture and basic information, to include the holders name and specific job function or task.

The Dash Pass should include information on how to contact someone having authority from your company or a 24/7 dispatch center.

For your company's Dash Pass to be honored:

- A. An example of you company's Dash Pass shall be provided to Dorchester County Emergency Management Department.
- B. A list of the employees and their job function or duties shall be provided to Dorchester County Emergency Management Department and the list must be updated annually.

Passes not on file in the EOC at the Law Enforcement Deck will not be honored.

If you have any questions concerning the Dash Pass Program, please contact the Dorchester County EMD at 843-832-0341.

You can mail a copy of your pass and employee list to the Dorchester County EMD, 212 Deming Way, Suite 3, Summerville, SC 29483.

Example of Dorchester County Dash Pass (8 ½ X 5 ½ inches).

“YOUR COMPANY NAME GOES HERE”

***YOUR
COMPANY
LOGO
GOES HERE***

OFFICIAL VEHICLE

THE DRIVER AND OCCUPANTS OF THIS VEHICLE ARE AUTHORIZED TO PASS THROUGH LAW ENFORCEMENT AND FIRE RESTRAINING LINES IN CONNECTION WITH OFFICIAL EMERGENCY MANAGEMENT BUSINESS.

CARD NO:

EXPIRES:

ISSUED TO:

Company Official Signature

THIS CARD IS TO BE DISPLAYED ONLY WHILE VEHICLE IS BEING USED ON OFFICIAL BUSINESS IN EMERGENCY/DISASTER AREAS.

IF VEHICLE IS CHALLENGED HAVE OFFICER CONTACT THE COUNTY EMERGENCY OPERATIONS CENTER IMMEDIATELY.

**DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
APPENDICES**

Appendix A: Civil Disturbance

I. SITUATION

- A. Civil disturbances are a public crisis which occur with or without notice. Persons of all socioeconomic classes have been involved in demonstrations motivated by political, racial, religious, or other social reasons. They often accompany the immediate post-emergency recovery period of natural disasters and vary from simple isolated curfew violations to riots with mass looting and the burning of businesses or unrest at the distribution points (PODs) where emergency supplies are being maintained.

- B. Civil disturbances often take place in conjunction with striking workers or large sporting events where fans lose control in either celebration or anger over the game's results. Emergency managers recognize any time there are large gatherings of diverse groups with separate agendas; the potential for civil disorder must be anticipated and planned for.

II. CONCEPT OF OPERATIONS

- A. In South Carolina, the State Law Enforcement Division (SLED), as well as most law enforcement agencies, maintain a Civil Disturbance SOP. This document establishes operating responsibilities and procedures to ensure preparedness and orderly activation of state or local resources in response to civil disturbances that may go beyond our county's capabilities. Refer to the Dorchester County Sheriff's Office operations manual.

- B. Federal assistance, obtained through State EMD and FEMA Region IV, is likely following a Presidential Declaration of Emergency or Disaster. State agencies, with law enforcement personnel, along with SLED, and the SC Highway Patrol will coordinate with the Law Enforcement Liaison Officer (see ESF-13 and 16 of the EOP) at the EOC or mobile command post (CP) for providing local police assistance. This federal assistance may be in the form of personnel, equipment, training, or intelligence e.g. special SCIEx bulletins.

III. LOCAL PREPAREDNESS

- A. In preparing for Civil Disturbance, local law enforcement should keep their SOPs current, which address, but are not limited to, the following areas:

1. Interagency mutual aid agreements amongst law enforcement agencies.
2. Familiarization with procedures for obtaining police assistance through ESD.
3. System for timely notification to SLED upon occurrence, or recognition of the potential for civil disturbance.
4. Coordination with local SLED and other state law enforcement representatives regarding intelligence and information gathering.
5. Operational readiness for quick and orderly response to civil disturbances, including coordination with agencies which may share in the response.

Appendix B: Dam Failure

I. SITUATION

- A. Title 49 of South Carolina Code of Regulations, Chapter 11, provides for DAM regulations and safety. The state has well over 2000 hydroelectric dams, dikes, locks, and privately owned earthen dams. Parent companies of all hydroelectric dams are required to develop, maintain, and exercise Emergency Action Plans (EAPs). This is done in coordination with State EMD, SC Public Service Authority, and the Federal Energy Regulatory Commission (FERC).
- B. EAPs are republished every five years or sooner to correct plans. The two public dams managed by Santee Cooper just outside of our county are the Pinopolis Dam and the North Santee Dam. Failure of either of these facilities will have a tremendous impact on the citizens and businesses within the entire region. This is due not only to the actual flooding but, more importantly due to the cause of the failure, e.g. major earthquake, or terrorist act.

II. CONCEPT OF OPERATIONS

- A. The EAPs maintained by Santee Cooper outline the actions required to identify, mitigate, and respond to emergencies that, although are rare, could occur. Copies of these plans and maps are maintained by EMD as well as some directly impacted counties. The greatest threat associated with a dam failure is the disruption of the local infrastructure and economy. Current flood scenarios are extremely limited in scope, impact very few residents, and have a slow onset time.
- B. The Santee Cooper System Controller is responsible for notification to the County Warning Points of actual or potential dam failures. Condition-B is set when a potentially hazardous situation is developing. Condition-A represents a failure or that a breach is imminent. Our counties warning point manned by Sheriff Office personnel would likely receive notice from Berkeley or Charleston Counties' emergency preparedness offices.

III. LOCAL DAMS

A. North Santee Dam

- 1. The area downstream of the Santee Dam System is very flat and sparsely populated swampland, timberland, and grassland. Homes and

businesses in this area have been identified by the state and would see some level of flooding 36-48 hours post-event. Also, highways 17 and 45 and their nearby feeder roads will likely close for a period.

B. Pinopolis Dam

1. A Pinopolis Dam breach is by far the worst scenario for our region, primarily the cities of North Charleston, Charleston, and Mt. Pleasant. Large populated areas along the Cooper and Ashley Rivers and the harbor will be eventually inundated for a period from one to 12 days. As with the North Santee Dam, the loss of life is not a hazard in our area but rather the disruption of services, evacuations, debris, property loss, economic loss and severe disruption to the infrastructure that supports most of Dorchester County.

C. Earthen Dams

1. Failure of any of the eight small earthen dams in Dorchester County will have a minimal effect to our daily operations. Only the area within the immediate vicinity of the dam will have disruptions to their normal operations caused by the blockage of the roadways due to flood waters and deposited debris. E.g. earthen dam on Taylor Pond Road.

Appendix C: Earthquake

I. SITUATION

- A. Most earthquakes occur along the breaks between the massive continental oceanic/ tectonic plates (faults), which slide, collide, or separate causing earthquakes. South Carolina lies in a mid-plate zone where earthquakes occur less frequently, but more violently over a larger area. This is due to our sub-surface geology and the "quicksand" effect from liquefaction. Unlike tropical storms, they occur without warning thus increasing the effects.

- B. The College of Charleston and the University of SC records and tracks the 12-15 relatively small seismic events we have in our area each year. Our last major quake occurred on the 31st of August 1886, 9:51 PM and was felt over a 2.5 million square mile area of the U.S. and would have measured 7.6 on the Richter Scale had it existed then. If such an event were to reoccur, it has been estimated that 500-1000 people would be immediately killed with thousands more seriously injured. This will be due to the partial or total collapse of unreinforced masonry structures or from the non-structural hazards within structures even if they are built to proper seismic codes. Total disruption of lifelines and the infrastructure will simultaneously occur without warning throughout our county and the Low Country.

II. CONCEPT OF OPERATIONS

- A. When a moderate to major earthquake occurs, local authorities will immediately be in the response and recovery phase of the emergency. All available resources within our County will be used to protect life and property and to reduce individual hardship and suffering. Much of this can be averted by individual preparedness, planning, and non-structural hazard mitigation. The County EOC will be manned as personnel are able to report in after being self-activated since most, if not all, communications will be out of service.

- B. State and federal resources coordinated by State EMD from the State EOC (SEOC) and by the State Emergency Response Team (SERT) will be like other natural disaster response but more demanding due to the loss of communications and other infrastructure. A Presidential Disaster Declaration and federal assistance would be immediately requested by State EMD through FEMA Region IV. Lastly, associated events such as dam failures, conflagrations, and hazardous materials spills would be expected and made worst due to the

interruption or complete destruction of lifelines such as the water supply system.

III. LOCAL PREAPREDNESS

- A. Preparedness before the event is paramount due to the lack of any warning. Individuals and agencies need to develop incident action/ family plans and SOPs based on the presumed losses of resources including the death and injury of key personnel.

- B. Individuals must fully understand their organization's plan and their potential expanded role in conducting limited operations under the worst of circumstances if the county is going to be able to muster an effective limited response and maintain any semblance of continuity of operations/government (COOP/COG) with sustainment of critical services to our citizens.

Appendix D: Hurricane / Tropical Storm

I. SITUATION

- A. The lower end of Dorchester County is located approximately 20 miles from the coast, the upper end approx. 50 miles. All the County is considered at great risk from tropical storms and hurricanes. Although an 'inland' county, other counties located further in toward Columbia are considered better host counties for evacuation assistance and possible sheltering.
- B. The County has an estimated vulnerable population of over 33,000 with over 6,000 requiring public sheltering. Approx. 30 traffic control points (TCPs) have been designated by local and state law enforcement to facilitate the evacuation process.
- C. Tropical cyclones produce three major hazards: the storm surge, high winds, and rainfall-induced inland flooding. The last major storm (Cat-4) to strike South Carolina was Hurricane Hugo (1989). See category of storms below.

II. CONCEPT OF OPERATIONS

- A. In the Tri-County area, Charleston County serves as the lead county for the eight county Central Coastal Conglomerate in the State's Hurricane Plan (maintained under separate cover) which was developed to serve as the County's Tropical Storm and Hurricane Plan. Dorchester County is a member of this group. To ensure all responding counties will be able to coordinate response activities, the Operating Conditions (OPCONs) listed below were developed by the SC Hurricane Task Force and are utilized in each county. An abbreviated description is as follows:
 - 1. **OPCON 3:** Normal operations, monitoring potential tropical cyclone activity.
 - 2. **OPCON 2:** EOC on Stand-by and Partial Activation, pre-evacuation coordination.
 - 3. **OPCON 1:** Evacuation Orders (Voluntary or Mandatory) announced to the public.

III. SAFFIR / SIPSON HURRICANE INTENSITY CATEGORIES

Category	Central Press	MPH	KTS
1	>979	74-95	64-83
2	965-979	96-110	84-96
3	945-964	111-130	97-113
4	920-944	131-155	114-135
5	<920	>155	>135

IV. LOCAL PREPAREDNESS

- A. Local agencies with hurricane response and recovery responsibility should develop their SOPs in coordination with the current State Hurricane Plan. Preplanning and individual family and business preparedness will be the key to successful hurricane preparedness-response and recovery operations. Evacuation times are adjusted to reflect an area wide response by the public (citizens and visitors) for local media dissemination.

Appendix E: Emergency Repatriation Support

I. SITUATION

- A. Over one million U.S. citizens and their dependents are living, visiting, working, or traveling through foreign countries. At any time, an emergency can occur that would require the emergency evacuation of our citizens out of harms way and back to the United States. South Carolina has designated Charleston County and the International Airport as a Point Of Entry (POE) for such a reception.
- B. Charleston County's last repatriation was the evacuation of Americans out of Baghdad, Iraq during Operation Desert Shield. Future Repatriations are plausible and Dorchester County's Emergency Management, EMS, LE, EOC, etc. will likely aid in any future Emergency Repatriation effort.

II. CONCEPT OF OPERATIONS

- A. The processing of evacuees and the logistical support for this operation will be conducted in accordance with the S.C. Emergency Repatriation Plan (maintained by DSS under separate cover). The plan is developed and tested by the S.C. Dept of Social Services (DSS) in coordination with- EMD, County DSS, and other participating agencies. There are two conditions for Emergency Repatriation - Evacuation under a Presidential Declaration of National Emergency and when the Declaration is not required. During the latter, the Department of State will most likely ask the State through DSS to care for noncombatant evacuees (military dependents).
- B. Once activated, the International Airport, Concourse B, will be converted into a Repatriate Processing Center (RPC). CCEPD will set up a command post (CP) to coordinate logistical and operational support, including the media briefing area. The EPC under the direction of Charleston County DSS and with the assistance of many local, state, and federal agencies (eg ARC, Salvation Army, local police, Health Dept, USAF, FBI, US Customs, Aviation Authority, INS, ICE etc.) will provide for the reception, temporary care and onward transportation of the evacuees. Temporary care of the evacuees will address the mental, physical, medical, religious, and monetary needs of the citizens who may have been hastily removed from danger with few possessions, medications, extra clothing, etc.

III. LOCAL PREPAREDNESS

- A. Agencies tasked in the State Emergency Repatriation Plan, as addressed in the Charleston County plan section, will develop, and maintain their own SOPs in accordance with their mission assignment. EPD will maintain mutual aid agreements and memos of understanding (MOUs) in support of the plan currency. Exercising the plan will be coordinated with State EMD and DSS. Critiques will be conducted following any drill or actual repatriation. Logistical and personnel shortfalls or any operational concerns will be forwarded to CCEPD. Dorchester County EMD and other county agencies will support CCEPD through existing mutual aid channels.

Appendix F: Hazardous Materials (HAZMAT)

I. SITUATION

- A. Although there are literally thousands of hazardous materials, radiological emergencies generally pose a minimal risk to the citizens and emergency workers of Dorchester County. They are usually the result of a technological accident and are handled like any other hazardous materials event.
- B. The risk of fallout from a nuclear attack from war has diminished given the breakup of the Soviet Union. However, the use of nuclear materials in weapons of mass destruction (WMD) i.e. a 'Dirty Bomb' is always a possibility in a terrorist act. However, the movement, production and storage of hazardous materials is a much more likely occurrence.

II. CONCEPT OF OPERATIONS

- A. Hazardous materials accidents may result in fire, explosions, radiation dangers, or contamination and toxic fumes. Firefighting personnel are generally accepted as having the greatest expertise and capability to combat these dangers. Upon occurrence of a hazardous materials accident/incident, overall control of the situation may be assumed by the fire department chief as Incident Commander (IC) in whose area the accident occurs as suggested in the Emergency Powers Act.
- B. When an emergency is observed, an evacuation may be ordered by the IC. The IC or his representative, in coordination with ESD and local law enforcement, shall direct appropriately trained and equipped staff to evacuate the area. Law enforcement shall secure the perimeter as defined by the IC. CodeRED (SWP) may be activated as part of the warning process. In some instances, with fixed facilities, a KNOX box may be installed on site that contains important response information, keys and site plans specific to that facility. Tier II reporting of hazardous materials is regulated by SCDHEC, EPA and others. These reporting facilities are generally classified as having reportable quantities of site of Hazardous Substances (HS) or Extremely Hazardous Substances (EHS).

III. LOCAL RESPONSE CONSIDERATIONS

- A. In preparation for Hazmat incidents, local agencies should keep current their own SOPs which address, but are not limited to, the following areas:

1. NIMS and Incident Command System training and understanding.
 2. Hazardous Materials response and recovery operations.
 3. Coordinate with other local and State counterparts, as may be practical, to assure the most effective interface at the time of the incident, including Unified Command.
 4. Maintain agency supplies and equipment in a ready condition.
 5. Familiarize themselves with the full county SOP for Hazmat incidents.
 6. Familiarize themselves with radiation monitoring equipment and other related items.
 7. Be a signatory to the State Mutual Aid Agreement (MOA) and be an active participant in the SC Firefighter Mobilization Plan.
 8. Maintain current rosters, alert lists, and resource management capabilities.
- B. For Radiological events, emergency personnel should seek the assistance of SCDHEC and the SCNG 43rd Civil Support Team, including support for radiological events where exposure and treatment guidance is required. Lastly, the Town of Summerville Fire Department provides the County with a Hazardous Materials Response Team capability. Contact this agency for information about their response protocols.

Appendix G: Terrorism

I. SITUATION

- A. Terrorists have the capability to strike anywhere in the world at any time. Open societies such as we have here in the US make this extremely easy. When properly motivated, terrorists generally will achieve their political or social objectives by intimidating and coercing the government through the use/ threat of force.

- B. Recent events such as the World Trade Center bombing, Oklahoma City bombing, and the bombings in Britain and Scotland, illustrate the variety of targets and the diversity of the terrorist groups. Furthermore, the saran gas attack in Tokyo and the foiled attempt to illegally ship anthrax, demonstrates their willingness to use weapons of mass destruction (WMD) which can also be considered as weapons of mass effect (WME) given the psychological effects they have on the population.

- C. Any community can come under attack by terrorism. However, basic countermeasures may force the terrorist to seek out another community that took preparedness less seriously. Dorchester County is fully determined to be prepared in counter-terrorism measures.

II. CONCEPT OF OPERATIONS

- A. Experts suggest that there are 5 categories of terrorist incidents: Biological, Nuclear, Incendiary, Chemical, and Explosive. Additional hazards may include, but are not limited to- armed resistance, booby traps, and secondary events/devices. Seventy percent of all terrorist attacks involve explosives.

- B. Warnings are rare and, even when given; public safety agencies have less than a 20% chance of finding the device. At the federal level, agencies such as the Interagency Intelligence Committee on Terrorism (ICT), and the FBI supply information to assist first responders in assessing whether or not an incident involves a chemical, biological, or radiological (CBR) agents as part of the Presidential Decision Directive (PDD-39). Additionally, State/County SOPs and training on terrorism response will assist local planners in the development of their individual action plans.

- C. Chemical agents fall into 5 classes: Nerve, Blister, Blood, Choking, and Irritating. Some indicators of a possible chemical incident are dead animals,

birds, fish, lack of insects, blisters/rashes, casualty patterns, and geographic illnesses. The 4 common types of biological agents are: bacteria (anthrax and cholera), viruses (Marburg viruses), rickettsia (Ebola and smallpox), and toxins (ricin and botulism). The problem with biological indicators is that they vary and may be delayed for hours to weeks. Lastly, nuclear materials such as cesium, which is often found in industry, may be incorporated into conventional explosives i.e. radiological dispersal device (RDD) where alpha/beta particles and gamma rays are generated.

III. LOCAL RESPONSE CONSIDERATIONS

- A. All events must be handled on a case-by-case basis but personal safety and treating the area as a crime scene is paramount. Personal protective equipment (PPE) and time/distance/shielding (TDS) will help protect the responder from physical injury. Strategic goals, tactical options and resource assessment should be executed in conjunction with SLED, local police, FBI, ATF and agency SOPs for crisis and major consequence management while addressing detection, decontamination, casualty treatment, incident command, and CP OPS.

- B. Lastly, local emergency services must be familiar with the deployment and operations of the state designated COBRA teams located in the 4 COBRA response areas and what is required locally to host the COBRA and IMT Team response for maximum effect. See Dorchester County Terrorism SOG under separate cover for additional information.

Appendix H: Spent Nuclear Fuel (SNF) Shipments

I. SITUATION

- A. Nearly forty years ago the United States began a program to aid in the peaceful application of nuclear technology to various countries that had agreed not to develop nuclear weapons. Highly enriched uranium was provided for use in research reactors. After being irradiated, the spent nuclear fuel (SNF) was transported to the United States for reprocessing. This control by the United States, through the Department of Energy (DOE), helps reduce the danger of nuclear weapons proliferation.
- B. The US Navy Weapons Station, at the Port of Charleston, has been selected by DOE as the primary port of entry for the product being returned to the United States for reprocessing and/or storage at Savannah River Site.

II. COCEPT OF OPERATIONS

- A. In South Carolina, State EMD is responsible for coordinating the development of the State SNF SOP (maintained under separate cover). The State SNF SOP provides guidelines for the alert and notification procedures as agreed to by the affected counties such as Dorchester. Advanced notification of a SNF shipment is considered SAFEGUARDS information, which is protected by federal law and given out only on a "need to know" basis. SLED is the primary state agency for coordinating security issues with local law enforcement officials.
- B. The State Warning Point (SCEMD) will notify the Sheriff Office once a shipment has arrived. Local police and fire, EMS, the HAZMAT team coordinator, EMD, and the Communications Coordinator will all be notified. Subsequent notifications will reflect the passage of the shipment, either by railway or highway, through pre-designated 'Check Points' as follows:

1. Railway (FYI only as this does not affect Dorchester County per se)

- a. Check Point 1: Shipment arrives at the Naval Weapons Station (NWS) Docks/ Harbor.
- b. Check Point 2: Shipment departs NWS.
- c. Check Point 3: Shipment crosses the Ashley River.
- d. Check Point 4: Shipment clears the County line.

2. Highway

- a. Check Point 1: Arrive at NWSC.
 - b. Check Point 2: Leave NWSC.
 - c. Check Point 3: Dorchester County / Orangeburg Line.
- C. As soon as practical following the Check Point 4 notification, the Sheriff Office will fax an after-action report to Dorchester County EMD which will document all of the operators and times of notification associated with the event that has traveled by the Highway route. Any problems will be addressed in the Dorchester County SOP which is maintained under separate cover by those agencies involved.

III. LOCAL PREPAREDNESS

- A. In preparation for SNF Shipments local agencies should keep current their own SOPs which address, but are not limited to, the following areas:
1. NIMS and Incident Command System training and principle utilization.
 2. Hazardous Materials response and recovery operations.
 3. Coordinate with other local and State counterpart.
 4. Maintain agency supplies and equipment in a ready condition.
 5. Report alert and notification problems to ESD as soon as possible following a shipment.
 6. Familiarize themselves with the full county/state SOP for SNF shipment.
 7. Familiarize themselves with radiation monitoring equipment and other related items.

Appendix I: Urban Search & Rescue

I. SITUATION

- A. Should a natural or man-made incident occur which causes the collapse of a structure or structures within our community or a neighboring community and cause victims to be trapped within the collapse area; a specialize rescue effort would be required.

- B. In response to the SCEMD's undertaking to develop state USAR teams, SCTF-1 was organized to begin the process to develop response capabilities to such incidents. It is the State's intent to assist in the further development of these specialized teams and USAR personnel capabilities throughout the state that would basically constitute FEMA-like USAR task forces (TF); although the State currently has no federally approved USAR TF slots per se. The USAR response system in the state currently is represented with a SCTF-1 team in Columbia as augmented by the trained personnel in the City of Charleston and supported by training and equipment through the SC Fire Academy.

II. CONCEPT OF OPERATIONS

- A. The best way to interface and deal with state and federal resources is to assign a local person(s) to each of the 18 primary Task Force positions. See FEMA USAR guidance not contained here-in. Individuals assigned can train and learn more about their job prior to the problems brought on by the event. Some tasks are assigned because of the technical nature of the position. Examples might be the structural engineers or the canine teams. In other areas, such as the five actual rescue squads, these positions can be filled by the various local fire departments and rescue squads, thus reducing the burden on any one department.

- B. It is important that as many departments as possible participate. When an incident does occur, it will always be in someone's jurisdiction. As first responders and with the responsibility of incident command, that jurisdiction should be in a better posture to respond having had one or more of its members participating in the planning and preparation process.

III. LOCAL PREPAREDNESS

A. In preparation for an incident involving a USAR-type mission, local departments should keep their SOPs current, which address, but are not limited to, the following areas:

1. Urban rescue skills required to shore, secure, access, remove, or otherwise make preparation for the rescue, treatment and removal of trapped victims.
2. Familiarization with procedures for obtaining SCTF-1 assistance through EMD.
3. Familiarization with procedures for obtaining FEMA Task Force assistance through EMD as well as those actions needed by the jurisdiction to receive and host the help with logistical transport and the base of OPS (BOO).
4. Operational readiness for quick and organized response to collapsed structures with the required personnel and equipment to carry out such a mission. Although limited, these activities would not conflict with current federal USAR principles and will facilitate the integration of a USAR TF into local operations under ICS according to NIMS.

Appendix J: Rural Search & Rescue

I. SITUATION

- A. The Low Country area of South Carolina, like many other areas in the State, is inundated with forests, marshes, rivers, and creeks. Even in the larger town areas there are places where people of all age groups can get lost.
- B. The County has many nursing home, residential care, and hospital type facilities. Numerous Alzheimer, mental health and other patients reside in these facilities where the potential exists for them to wander away from the staff and become lost. Regardless of the circumstances, search management practices are applicable and should be utilized.

II. CONCEPT OF OPERATIONS

- A. Rural Search and Rescue is an Emergency. It is critical that from the time a call for help is received, Rural SAR assets are mobilized. The Sheriff's Office, ICW EMD, has primary responsibility for lost person rural SAR in the unincorporated areas or when requested by the smaller local jurisdictions.
- B. In communities with organized police departments, that office will generally oversee lost person cases. Regardless of which law enforcement agency is in charge, they will be expected to manage the scene and coordinate with other responding emergency services who may also have responsibilities on scene. In the absence of local law enforcement presence on scene, the State EMD office has designated DNR as the lead agency.
- C. Reiterating, searching for lost persons is an emergency. Individuals responsible for the lost individual, as well as those called upon to help search, must realize this so that a sense of urgency prevails. From the time of the first notice until a decision is made to call the mission off, control of the operations and the way it expands must be properly handled.

III. LOCAL PREPAREDNESS

- A. The Tri-County Rural SAR capability is a collective effort amongst all coordinating agencies in cooperation with the Charleston County EPD office. In preparation for an incident involving a Rural SAR type mission, local departments should keep their agency SOPs current, which address, but are not limited to, the following areas:

1. Management skills required to conduct an organized rural search for lost victims, e.g. tracking and land navigation, map reading and using a compass and GPS unit.
2. Promote and track resources and trained personnel with Rural SAR skills.
3. Familiarization with procedures for obtaining specialized assistance through EMD.
4. Be familiar with the Incident Command System (ICS), NIMS, duties of the Incident Commander (IC) and how Unified Command may apply to lost person missions.
5. Review the ICS mission form found in the full SOP prior to actual call out.
6. Review the County SOP on Rural SAR.
7. Attend training and coordination meeting opportunities.

Note: The County's Warning Point (Dispatch Center) has an SOP in place for initiating the Lost Person Search protocol.

Appendix K: Points of Distribution (PODs)

I. SITUATION

- A. Dorchester County is subject to disasters brought about by hurricanes, tornadoes, earthquakes, winter storms and major hazardous materials incidents, which can often create a need for relief supplies. These materials would be brought to a staging area for warehousing, and from there, taken to recovery centers and distributions points (PODs) within the County.
- B. PODs will be set up to accommodate traffic flow, security, receipt of large supply trucks, staging and sorting of supplies, feeding and berthing, a comfort station will be on scene as well as a mobile command post for administrative support.

II. CONCEPT OF OPERATIONS

- A. It is difficult to pre-determine which facilities might 'remain standing and usable' in the post-disaster setting; no one facility is currently designated as the County's 'warehouse' per se. Temporary storage of purchased and donated goods will be taken to a facility designated at the time by the County's Procurement Department. Often this will mean staying in close communications with Realtors and others who may know which properties are available after a disaster has struck. From this location, distribution will be made out to the municipal and special service/fire district locations.
- B. The City of North Charleston has distribution points in pre-designated locations and although is partly located in our county, they will primarily coordinate with Charleston County recovery officials. These points, for the distribution of commodities, are called PODs and are where citizens will pick up what they need e.g. food, water and tarps, etc. hopefully in a one-way 'drive through' manner.
- C. Dorchester County EMD is the coordinating agency for various County departments, municipalities, voluntary service organizations, federal and state agencies, and private industry during an emergency; and is accountable to County Council and the County Administrator for its activities. Employees of the County have been assigned the duties of the Recovery Team and will orchestrate short-term recovery operations such as warehouse and POD operations. The number and location of PODs is population dependent.

- D. Tentative POD locations have been identified throughout the county based on the demographics of the area and those planning criteria about the approximate number of citizens that may need extra support. However, the planning assumption by the county is that most of the citizens will take on the personal responsibility.

III. LOCAL PREPAREDNESS

- A. The EOC Supply Unit will serve as the primary coordinating entity for a POD mission. The number of sites and type will determine staff requirements. The Human Resources Department will determine the number of county employees available to assist at POD locations. All other staffing will come from municipal governments and volunteers (e.g. CERT). In some instances, the National Guard may support these missions, but their assistance will only be requested after local resources have been exhausted.
- B. Commodities will be delivered directly to the POD locations on a schedule determined between the Supply Unit and SEOC. The law enforcement agency having jurisdiction will provide security during hours of operation. Select equipment (e.g. forklifts) will be rented or requested from private sector partners.

Appendix L: Incident Management (assistance) Team (IMT / IMaT)

I. SITUATION

- A. The Low Country area, like many other sections in the state, is subject to numerous man-made and natural hazards that could result in a major emergency affecting many of our citizens and visitors.
- B. While most communities have adequate resources to meet routine emergency calls, an incident resulting in numerous injuries and major damage will rapidly tax the local ability to mitigate the situation. Often, the confusion and overwhelming circumstances that surround such events, including the spontaneous response of well-meaning citizens and unsolicited responders adds to the problem of scene organization.

II. CONCEPT OF OPERATIONS

- A. Most emergency agencies have some form of legal responsibility at the scene of a major incident. Unfortunately, the first arriving jurisdictional emergency service is often overwhelmed with multiple tasks that require simultaneous priority attention. It is not uncommon for many of these tasks to be outside the normal responsibility of the agency, such as providing medical triage/care, scene security, and hazard control while also trying to get as many people out of harm's way.
- B. Even the larger jurisdictions have limited personnel on scene during initial response to major incidents. Designating a Command Area is within the scope of the first arriving service but establishing all the various Command Post Staff positions is nearly impossible as is the command area itself.
- C. Upon the approval and request from the IC and 'dispatch' by the Summerville Fire Dept ICW EMD, the IM Team members (comprised of personnel throughout the region) will respond to an assembly area for further transport to the ICP area as assigned by the host jurisdiction, with necessary support vehicles and equipment. Once on scene, the IMT will make their assigned positions operational, including identification, communications, and record keeping.
- D. As soon as the IC is available, a determination will be made as to whether the various IMT CP staff positions will remain in the primary position, or be a subordinate to the IC's own personnel that might have taken up the tasks as

the incident progressed. Additionally, they may be released from the scene as soon as possible. (See the IMT SOP maintained under separate cover. Also, note- IMTs assist ICs and for this reason teams are sometimes called Incident Management (assistance) Teams or IMaT).

III. LOCAL PREPAREDNESS

- A. In preparation for an incident involving an IMT mission, Summerville FD and county EMD officials and IMT personnel should keep their SOP's current, which address, but are not limited to, the following areas:
 - 1. NIMS compliance and Incident Command System training and functional understanding of ICS.
 - 2. Develop individual checklists and/or SOPs in conformance with these guidelines.
 - 3. Coordinate with municipal, state, and military counterparts, as may be practical, to assure the most effective interface at the time of the incident.
 - 4. Maintain supplies and equipment organic to the task assigned for rapid deployment.
 - 5. Keep IMT coordinators apprised of phone number and personnel changes.
 - 6. Keep IMT coordinators apprised of the need for training and exercise practice.

Appendix M: Mass Casualty / Fatality Incident (MCI / MFI)

I. SITUATION

- A. The Low Country area is subject to several natural and man-made disasters that could result in a large number of fatalities. A disaster resulting in mass fatalities will rapidly expend local personnel, equipment, supplies, and facilities thus bringing about the need for the activation of a Mass Fatalities Team (MFT) as planned for by the Tri-County Coroners and SCDHEC. Contemporary examples of such an event would be the lingering Pandemic Influenza scenario or the spontaneous airliner crash.

II. CONCEPT OF OPERATIONS

- A. The Coroner, by law, has the responsibility for the care, identification, and disposition of human remains. Once the initial hazards have been eliminated and the live casualties have been removed, incident command may shift from Fire/Rescue/EMS to the Coroner unless operations remain under the Unified Command structure. In response to the former scenario, an Area Command would be likely.
- B. Temporary morgues, and the equipment needed to support them, will be set up in unmarked facilities, fixed or mobile, so that the process of identification can be started. Once identification has been made, the Coroner will make notification to the next of kin. If there is no next of kin, the deceased will be buried according to state and local guidelines under the coordination of Probate Court.
- C. Once identified and if one exists, the party considered responsible for the disaster will be requested to contract space with local hotel(s) to host arriving surviving family members and uninjured survivors so as to keep them in a more controlled area (i.e. Family Reunification Center) to deal with the trauma of the situation. The Charleston Area Critical Incident Management Team (CISM), with assistance of the area chaplain, will provide counseling and debriefings (CISD) to responders.

III. LOCAL PREPAREDNESS

- A. Personnel who are likely to be affected during the early phase of the operation should be familiar with their protocols and how they will fit into the DHEC plans. However, many personnel who show up on scene to help may have had

no prior training or experience. MFI Team leaders, through the Coroners' office, must be prepared to do expedient field training that will get these volunteers through the critical first few hours, especially those assigned to the field ID unit/morgue where the psychological stress will be the greatest.

- B. SCEMD periodically offers training on Mass fatality Operations in Columbia at the SEOC. Contact EMD for more information regarding the scheduling of these 2-day courses. www.scmd.org

Appendix N: Tornado

I. SITUATION

- A. Dorchester County is over 500 square miles and is considered at risk from severe weather including Tornadoes. When a tornado is coming, you have little time to make life-or-death decisions. Advance planning and quick response is the key to surviving a tornado.
- B. Tornadoes can occur at any time of the year and have occurred in every state. Peak occurrence is March through May for the southern states and most likely to occur between 3 and 9 p.m. but can happen at any time. The average tornado moves SW to NE but have been known to move in any direction, have been clocked up to 70 MPH forward speed and are capable of destroying homes and vehicles with great personal injuries, fatalities and property loss.

II. CONCEPT OF OPERATIONS

- A. Tornadoes accompany severe weather (Lightning storms), tropical storms and Hurricanes as they move over land. A tornado is a violently rotating column of air extending from a thunderstorm to the ground. Tornadoes may appear nearly transparent until dust and debris are picked up or a cloud forms in the funnel. Occasionally, tornadoes develop so rapidly that advance warning is not always possible.
- B. The National Weather Service issues a tornado Watch when tornadoes are probable in an area. Remain alert for approaching storms. A tornado Warning is issued by the NWS from an actual tornado sighting or a tornado was indicated on radar.
- C. Tornadoes are classified by the damage they cause. The tornado's damage is used to estimate the wind speed with the Enhanced Fujita Scale formerly the Fujita Scale. The EF scale rates the intensity of the tornado as follows: (Note: Size does not indicate intensity of a tornado.) All agency command centers should have NOAA 'Tone Alert' radios.

Rating	Damage Type	3 sec Wind Speed Estimate
EF-0	Light	65 - 85
EF-1	Moderate	86 - 110
EF-2	Considerable	111 - 135
EF-3	Severe	136 - 165

EF-4	Devastating	166 - 200
EF-5	Incredible	>200

III. LOCAL PREPAREDNESS

- A. Local agencies with community response and recovery responsibility should develop their SOPs in coordination with the Federal / State / County Tornado guidance. Preplanning and individual education / preparedness will be the key to successful outcomes in tornado alerts. Listen to radio and television while carrying out your pre-plan for weather bulletins.

- B. If able, go to your designated Safe Room/Place in response to a tornado threat. Do not get under an overpass/bridge as these can increase wind speeds. If you are caught in a vehicle, buckle your seatbelt, brace by placing your head near your knees, and use arms to protect head and neck. Be aware of flying debris. Seek suitable shelter and not near windows, go to the center of the room. Use the phone only for emergencies. Always seek the lowest building floor and put as many walls as possible between you and the outside. Help injured/trapped persons and give first aid as appropriate. Avoid unsafe places and always have situational awareness during severe weather.

Appendix O: Aircraft Crash Response

I. SITUATION

- A. Locally based airline and general aviation operators, and the Charleston Air Force Base share the runways and approaches to many supporting facilities at the Charleston International Airport. Additionally, many other aircrafts travel through the airspace over this airport as well as those located in the Jedburg, Summerville and St. George airport areas.
- B. Despite safe operating practices, all these airport locations and general airspace activity pose the threat of a major aircraft accident resulting in numerous casualties and the destruction of property. If the victims of these catastrophic events are going to survive beyond the immediate crash period, a preplanned coordinated effort of all responders is necessary.

II. CONCEPT OF OPERATIONS

- A. The initial response to save lives and mitigate damages is the primary responsibility of local responders. While the fires are being put out and survivors are rescued the scene remains a potential crime scene until proven otherwise. All first responders going into the crash site must be cognizant of the needs of the investigators that will follow.
- B. Management of this type of complicated event will require the rapid implementation and utilization of the Incident Command System and Unified Command under the designated Incident Commander (IC). Additionally, under Unified Command and ICS the IC may change agency hands as the phases of the response move from hazard control to the final investigative wrap up.
- C. Federal agencies such as the FAA and the National Transportation Safety Board (NTSB) have clear guidelines and the necessary authority to determine the cause of the crash, if possible, while coordinating closely with local officials. The military has similar investigative services. An Alert 2 means that a 'heavy' jet is inbound with mechanical problems and an Alert 3 means a Crash Landing is imminent or has occurred.

III. LOCAL PREPAREDNESS

- A. One of the most important tasks assigned to local officials is the alert and notification of those required to initially respond to aircraft crashes where lives are in the balance. FAA Air Traffic Control personnel understand the complexities of an off-base crash and the role of the civilian community. Use of 911 and the activation of the Pager Alert Warning Network (PAWN) ICW Charleston County officials and at the Dorchester County Dispatch Center is key to an effective response of the right resources.

- B. Agencies tasked in aircraft crash response have the responsibility to pre-plan their actions and be as prepared as possible. General guidance provided in the County's SOPs, 911 Center 'Red Book', EOP and other documents will mean more when supporting agency SOPs are developed and practiced for this purpose.

- C. General aviation aircraft crashes at the Summerville and St. George airports, as well as the Jedburg airfield, are also possible. The latter two do not have a manned FBOs. See SC Airport Directory and Pilot Guide not contained here-in but at the EOC.

Appendix P: Winter Storm

I. SITUATION

- A. Dorchester County, like other areas of the state, is susceptible to severe winter weather. Examples include ice storms, snowstorms, freezing rain, high winds and extreme cold. Winter storms are considered deceptive killers because most deaths are indirectly related to the storm such as traffic accidents, heart attacks while shoveling snow or hypothermia injuries including frostbite and death.
- B. Crop damage and destruction and loss of livestock is always a major economical concern as is the loss of the infrastructure- electricity, water and sewer operations, etc. Debris from downed trees and limbs also need to be taken into consideration. As infrequent events, the planning process becomes even more important for all levels of Winter Storm Operations.

II. CONCEPT OF OPERATIONS

- A. National Weather Service officials will alert local emergency managers when the possibility of severe winter weather exists. Watches, Warnings and various Advisories will be disseminated by various sources. EMD / NWS will alert all key agencies to ensure they are aware of the impending potential for severe weather.
- B. Under some circumstances Tri-County emergency managers may set OPCON - 2 conditions and notify State EMD WP. If schools will be impacted EMD will notify the Districts' 2 and 4 officials and coordinate student transportation issues. This will also often determine the county's workday and other activities. The latter being coordinated with the County Administrator. The planning assumption is PWD officials will coordinate with the towns and SCDOT regarding road salting and sanding and debris clearance. EOC operations will likely occur at the Partial or Limited activation levels.

III. LOCAL PREPAREDNESS

- A. In preparation for an incident involving severe winter weather, local agencies should keep their SOPs current, which addresses, but are not limited to, the following areas:

1. NIMS and Incident Command System training and understanding of principles.
2. Individual checklists and/or SOPs as required based on mission responsibility.
3. Coordinate with other local and State counterparts, as may be practical, to assure the most effective interface at the time of the incident.
4. Maintain agency or personal supplies and equipment in a ready condition at home and in your vehicle.
5. Keep EMD apprised of phone number and key personnel changes.
6. Practice SOPs and plans through table-top and functional drills.
7. Maintain Tone Alert NOAA Weather Radios especially at home and agency 24/7 dispatch centers.

Appendix Q: Wildfire

I. SITUATION

- A. Dorchester County is an approximately 500 square mile rural county inundated with creeks, swamps, farmlands, grassy fields and forest areas. Contained within and around these areas are small towns and numerous residential developments, farms and isolated businesses. To the south lies the Town of Summerville and a portion of the City of North Charleston. The chance of a serious wildfire is real. The potential for the great loss of property is always present as well as for injuries and the loss of life.

II. CONCEPT OF OPERATIONS

- A. Because of the rural nature of most of the county, as well as the methods by many residents to dispose of trash by burning, the threat of an area wildfire requires emergency planning consideration and the development of departmental SOPs.
- B. All services that are viewed to make up the 'fire service' need to collaborate these plans and test their reasonableness through a comprehensive table-top exercise which pulls in other key players involved in mass care & sheltering, emergency management, mobile command post providers, PIO, medical and law enforcement. Departments like public works are also a major player in any wildfire operation. The SC Forestry Commission is a major player in these events and will coordinate with local fire departments in posting 'Red Flag' alerts and/or a 'Burning Ban'. See <http://www.state.sc.us/forest/baninfo.htm> for more info.

III. LOCAL PREPAREDNESS

- A. Local preparedness begins with planning and the coordination meetings that accompany the process. Alert lists need to be updated and maintained. NIMS and ICS compliance training is required of all response agencies. SOPs need to be written against guidelines from the local, state, and federal agencies and should take in the following considerations, but not limited to:
 - 1. Is the proposed procedure realistic? Can it work on the fire line, in the office, etc.?

2. Can the procedure be readily implemented given the current resources of the unit?
3. Will training be required?
4. Must equipment be procured?
5. Does the procedure comply with NIMS as well as agency policy and guidelines?
6. How will this procedure impact individual crew members?
7. Will the procedure survive outside scrutiny?

Appendix R: Drought

I. SITUATION

- A. Dorchester County as with most of the state is subject to naturally occurring drought periods. This appendix to the county EOP is just an introduction to the subject of droughts and for more information see Appendix 10 in the SC EOP found at www.SCEMD.org.
- B. The length and severity of droughts has varied greatly over the last 25 years. The most recent drought, from 1999 to 2002, was one of the longest in more than 100 years. A drought event is a slowly developing 'disaster', often taking years to have an impact on the county, towns and the state. It can and has had an economic impact on the local and state economy and affects everything from agriculture to industry to individuals within the state's four water management areas.

II. CONCEPT OF OPERATIONS

- A. This plan identifies some of the follow-on actions that occur at the state and local level to assist with and provide relief from severe or extreme drought conditions. Particularly, actions required beyond the scope of activities and recommendations provided by the SC Drought Response Committee which is composed of representatives from the Department of Natural Resources (DNR), Department of Environmental Control (DHEC), SC Forestry Commission, Department of Agriculture, SCEMD, and other weather and hydrology experts summoned at the time.
- B. The SC Drought Response Committee will monitor conditions and establish the drought level. Not all areas of the state will be affected the same way at the same time during a drought thus resulting in different simultaneous response operations, including actions taken by local water system operators. Most response measures will require a Declaration of a State of Emergency by the Governor which may include FEMA and the support of the Army Corps of Engineers (USACE). Lastly, should the drought continue to deteriorate to the point of affecting public safety, health or welfare of the citizens or the infrastructure, recommended actions will be immediately disseminated to the areas impacted pursuant to the SC Drought Response Act of 2000, not contained herein.

III. LOCAL PREPAREDNESS

- A. During the initial phase of a potential drought condition, all municipalities and other large local consumers of water will be put on alert and requested to review the SC Drought Response Act and state plans. This scenario could evolve from a bottom - up notification that local water & sewer officials, in coordination with local officials, have initiated water restrictions or rationing through the PIO and local media outlets.

- B. Prior to reaching exhausted levels, county officials will determine from SCEMD if the state will be elevating to OPCON - 2. The County EOC, as well as the SEOC would likely be at a limited to partial elevation with key ESFs as required. County, State or FEMA Points of Distribution (PODs) could be established within affected communities to distribute donated or purchased water, including DOT exemption for overweight transporters. SCDHEC will be tasked with the testing of well water and USACE could be tasked with the drilling of new water wells.

- C. Weekly updates of the effectiveness of mitigation and response measures and water table-hydrologic changes will be publicized with action plan adjustments and guidance disseminated to all impacted areas.

Signatory Page

Ernie Knight

ESF-1 Transportation

Jason Carraher

ESF-3 Public Works & Engineering

Kiera Reinertsen

ESF-5 Information & Planning

Jessica Carraher

ESF-7 Finance Administration

Chief Sam Richardson/Chief Tres Atkinson

ESF-9 Search & Rescue

Tammy Thompson

ESF-11 Emergency Food Services

Chief Sam Richardson

ESF-13 Law Enforcement

Tiffany Norton

ESF-15 Public Information

Carol Thompson

ESF-17 Animal Emergency Response

South Carolina National Guard

ESF-19 Military Support

Jason Walters

ESF-2 Communications

Chief Tres Atkinson

ESF-4 Fire Fighting

Tammy Thompson

ESF-6 Mass Care

Raymond Barteet

ESF-8 Health & Medical

Chief Tres Atkinson

ESF-10 Hazardous Materials

Larry Harper

ESF-12 Energy & Utilities

Thomas McNeal

ESF-14 Recovery & Mitigation

Chief Sam Richardson

ESF-16 Emergency Traffic Mgmt

Thomas McNeal

ESF-18 Donated Goods & Volunteers

John Truluck

ESF-24 Business and Industry

Note: *Signatures maintained at the EMD.*

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 1: TRANSPORTATION

Primary Agency: Dorchester County Fleet Maintenance

Support Agencies: Dorchester School District 2
Dorchester School District 4
Public Works Department
Dorchester County Airport
Tri County Link Transportation
SC Department of Transportation (SCDOT)
Dorchester County Emergency Management Department
Dorchester County Community Organizations Active in Disasters
SC Civil Air Patrol (CAP)

I. MISSION

- A. A major emergency will disrupt all aspects of the transportation system - drivers, equipment, vehicles, fuel supplies and the ability to make emergency repairs during the response phase as well as that in recovery operations.
- B. The mission is to provide essential transportation resources to support all aspects of the emergency response and disaster recovery phases as described above. Additionally, to provide public and government agency transportation support to temporarily replace or augment fleet services affected in or around the disaster area as well as delivery of emergency supplies and personnel for logistical support.

II. ORGANIZATION

- A. The Fleet Maintenance Director will designate appropriate persons to serve as Transportation Coordinator during EOC Operations. This will be for representation at the EOC as well as in some mobile incident command post (ICP) situations. This person may come from either agency for initial response activities. However, in the post-disaster recovery phase of a major event, both Fleet and PWD may need representatives in the EOC.
- B. The lead agency will coordinate with supporting agencies regarding development of standard operating procedures (SOPs) and any other measures required to effectively perform activities related to transportation needs. Those SOPs will not be contained here-in per se but may be available through ESF - 1 personnel in the EOC. They may also be maintained at the EOC if so desired by the ESF leader.

III. CONCEPT OF OPERATIONS

- A. The primary functions of ESF - 1 are the provision of transportation services, including aircraft assets, to support county response and recovery operations as well as coordinating the restoration of critical transportation routes. The latter being done ICW PWD. See ESF - 3. Acquiring additional repair materials will be coordinated with ESF - 7.
- B. All ESF - 1 supporting agencies will assist with the planning and execution of operations under this plan with Fleet Maintenance taking the planning lead. This includes State ESF - 1 agencies listed below.
- C. Upon notification by EMD, ESF - 1 will activate and begin coordination of transportation related operations as previously described and in anticipation of the next incident period of operations. If communications are knocked out, ESF - 1 will self-dispatch to the EOC.
- D. ESF-1 will coordinate with the State ESF - 1, SCDOT, ESF - 13 / 16 and other state and local agencies with transportation support assets in response to requests for transportation assistance including, but not limited to, vehicles, fuel, mobile support / maintenance, tire repairs, and CDL / drivers, etc.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Fleet Maintenance in coordination with the support agencies will maintain listings of commercial, industrial, and public transportation assets, vendors, and facilities available to the county. Equipment lists may be stored at the EOC on behalf and at the request of ESF - 1 to support 'no notice' activation.
2. Establish and maintain liaison and agreements with supporting local, state, private and federal agencies. Conduct an annual coordination meeting for same.
3. Estimate logistical requirements (e.g. personnel, supplies and equipment, facilities, and communications) during the planning process and through exercise tests. Transportation Resource and Driver listings area maintained separately in the EOC if required by ESF - 1.

4. Exercise/ drill as required those appropriate actions to include civil transportation priorities and allocations.
5. Remain familiar with Web - EOC and other EOC reporting programs and the preparedness requirements and training according to the National Incident Management System (NIMS) e.g. ICS - 100, 200, 700 & 800 courses.

B. Response

1. Maintain a complete and comprehensive status of the road network to include what roads are closed and which are the priority supply routes into affected areas. Notify ESF - 5, 13 and 16 of same. Have hard copy maps on hand.
2. Help prioritize and provide support in the management of the clearing of the road network following a disaster, especially to landfill and temporary debris site areas as well as to critical facilities ICW ESF - 19.
3. Provide all necessary support to ensure evacuation routes are capable of maximum capacity and assist SCDOT ICW PWD with placement of signage and the reopening of roads and bridges under repair.
4. Coordinate public and / or private transportation resources to move people and valuable resources from vulnerable areas in the event of a pending disaster or an emergency that is on-going.
5. Provide transportation assistance as needed during a disaster or emergency.
6. Provide and coordinate transportation resources to move relief and recovery supplies.
7. Provide Situation Reports and participate in operational briefings as directed through Web - EOC and other reporting mechanisms.
8. Determine the most viable and available transportation networks to, from, and within the disaster area. Coordinate with law enforcement in the regulation and use of transportation networks as appropriate.

9. Coordinate emergency information for public release through the County Public Information Office and ESF - 15 including the Citizen Call Center.
10. Provide maintenance support for County-owned Vehicles and equipment.
11. Purchase, store, track, manage, distribute, coordinate, and replenish supplies and provisions for other Transportation Dept and other County agencies, to include acquisition of spare vehicle tires with ESF - 7 as required.
12. Provide and Report Rapid Impact Assessment on status of fleet facilities, vehicles and equipment including emergency refueling.
13. Make temporary emergency repairs or alterations to restore facilities, vehicles, and equipment.
14. Provide resources for permanent repair of facilities, vehicles, and equipment.
15. Provide emergency vehicle transportation support for the movement of people, equipment and supplies as able on mission priority bases.
16. Return County fleet services to normal levels as soon as possible following the emergency or disaster, including welfare of personnel.
17. Coordinate the utilization of air assets with the Sheriff Office and the County's Airport Manager.

C. Recovery

1. Continue to conduct transportation related activities if necessary and until critical needs are met.
2. Coordinate with the Demobilization Unit of ESF - 5 at the EOC for a proposed timetable for standing down disaster response operations.
3. Coordinate the repair and restoration of the transportation infrastructure.
4. Continue assistance to municipal governments as necessary and as able.

5. Participate in briefings and debriefings as required, including press conferences.
6. Provide situation report (SITREP) information as requested or as needed.
7. Provide copies of logs, reports, and other documentation for after-action reports and all necessary documentation for federal reimbursement.

V. OPERATIONAL CONSIDERATIONS

A. Ground Transit Resource Utilization

1. Depending on the nature of the emergency, when ground transportation assets are required; either RTMA, School District Buses or other available mutual aid vehicles will be the first utilized to augment county owned equipment if available.

B. Local Air Assets

1. When air assets are required for local missions the requisition priority will be:
 - a. Adjacent Counties' Air Assets
 - b. State Resources
 - c. Civil Air Patrol (may have on board air-ground video transmissions)
 - d. Private aircraft

C. Airport Issues

1. The Dorchester County Airport Manager will keep the EOC informed of the two County Airports' status. It is critical that the airports (especially the Summerville Airport) be returned to an operational status as soon as possible following a disaster.
2. The Airport Manager will coordinate with the fixed base operators (FBOs) regarding cessation and resumption of airport operations. Grass strip fields such as that at the LEC may be utilized under some circumstances as a landing zone (LZ).
3. The airport at St. George may be used for disaster recovery operations ICW the County Recovery Officer.

D. Air Operations Officer

1. The Airports Manager (or his designee) will serve as Air Operations Officer when required to manage and coordinate air operations in support of response and recovery operations.
2. This position may be augmented by Civil Air Patrol especially in long term recovery and/or with the Sheriff Office's pilots. The later more likely with incident command post (ICP) field operations.

E. Helicopter Operations

1. Pre-designated helicopter LZs will be first utilized when available. Contact the EMD GIS representative at the EOC for map and GPS locations. Most of these sites are used for non-disaster OPS with the MUSC MEDUCARE helicopter.

VI. LOCAL, STATE, FEDERAL INTERFACE

- A. ESF - 1 is reflected in the plans of all three levels of government. State ES F- 1 is headed up by SCDOT for which a representative will be in the County EOC under most circumstances., especially during the recovery from a major event.

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 2: COMMUNICATIONS

Primary Agency: Dorchester County Emergency Management Department

Support Agencies: Information Technology (IT) Department
Dorchester County HAM Radio Club
Tri-County ARES Group
Mobile Communications of Charleston
Wireless Communication Vendors
Berkeley - Charleston County Communications Representatives

I. MISSION

- A. Provide both internal and external communications support to the EOC, including the Mobile EOC / Incident Command Post (ICP) and associated emergency support functions.

II. ORGANIZATION

- A. The Dorchester County Emergency Management Deputy Director will serve as the ESF - 2 lead during an EOC activation. Emergency Management will coordinate with supporting agencies regarding development of standard operating procedures (SOPs) and any other measures required to effectively perform activities related to communications.

III. CONCEPT OF OPERATIONS

- A. During an emergency, ESF - 2 will initiate actions to coordinate support for countywide communications and communications to the state. Efforts will be made to support local equipment and personnel using local resources. If required, state resource support can be requested.
- B. ESF-2 will coordinate with all primary supporting and other appropriate departments/agencies and organizations to facilitate communications readiness and recovery during disasters or other emergency situations.
- C. Dorchester County will utilize several communication systems based on the situation. The primary systems are:
 - 1. Commercial Telephone System
 - 2. 800 MHz Radio
 - 3. Local Government Radio

4. Telephone Device for the Deaf
5. National Warning System
6. Amateur Radio Emergency Services
7. Palmetto EOC

D. All incoming telephone calls to the EOC will come in on the main EMD number. Personnel manning the telephones will screen the calls and transfer the caller to the most appropriate person. The Citizens Call Center (CCC) operated by the PIO Group will handle many public inquiry calls and relieve the EOC of much of these calls especially when the main EMD number is rolled over.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Develop, maintain, and distribute an internal EOC telephone directory.
2. Identify public and private telecommunications facilities, equipment, and personnel to support emergency communications capabilities.
3. Coordinate with IT who will assign a Technician to the EOC when activated or as directed by the EOC/EMD Director to insure rapid response to telecommunications and/or data network issues.
4. Participate in training exercises to validate ESF - 2 and supporting SOPs
5. Maintain and update this ESF and supporting SOPs to further develop methods and procedures for responding to communications related needs and issues.
6. Support and plan for mitigation measures including monitoring and updating mitigation actions in the Hazard Mitigation Plan

B. Response

1. Assess communications needs, prioritize requirements, and make recommendations to deploy equipment and personnel to affected areas, as required.
2. Coordinate prioritization and restoration of communications capabilities as appropriate.

3. Acquire, document, and distribute additional wireless communication devices (cellular phones, radios, etc.) to selected personnel.
4. Manage the emergency information sharing between the State EOC and the County EOC utilizing Palmetto or other means (satellite internet, amateur packet radio, etc.).
5. Manage the EOC's Message Center system in coordination with the Planning Team.
6. Manage the County's participation in the Government Emergency Telephone System (GETS). Obtain, track and issue GETS Access Cards to approved emergency personnel.

C. Recovery

1. Gather communications damage assessment information from public and private telecommunications providers.
2. Coordinate alternate communication systems to augment damaged or inoperative systems.
3. Coordinate prioritization and restoration of communications capabilities.
4. Support long-term recovery options as needed.

V. LOCAL, STATE, FEDERAL INTERFACE

- A. ESF - 2 is supported by both state and federal ESF – 2 partners. The SC Department of Administration, Division of Technology Operations is the lead coordinating agency at the state level. The Department of Homeland Security, Cybersecurity and Infrastructure Security Agency, Emergency Communications Division is the lead coordinating agency at the federal level.
- B. County ESF - 2 will coordinate with State ESF - 2 who will coordinate with Federal ESF - 2 to obtain federal assistance as required.

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 3: PUBLIC WORKS & ENGINEERING

Primary Agency: Dorchester County Public Works Department

Support Agencies: Dorchester County Water & Sewer Department
Dorchester County Building Services
Dorchester County Fleet Maintenance
Dorchester County Facilities & Grounds Department
Dorchester County Emergency Management Department
SC Department of Health and Environmental Control (DHEC)
SC Department of Transportation (DOT)
SCTF - 1 Urban Search & Rescue (USAR)

I. MISSION

- A. This Public works and Engineering support function will be responsible for emergency ice, snow and debris removal; technical expertise regarding the structural safety of damaged buildings in support of USAR, bridges and highways; coordination of emergency repairs and protective measures to public facilities; and appropriate construction services (i.e. electrical, plumbing, soils, etc.).
- B. ESF - 3 will coordinate with the support agencies for debris management activities, damage assessment and all other related engineering activities with other county, local and state agencies and private contractors as required.

II. ORGANIZATION

- A. The Dorchester County Director of Public Works is designated as Public Works Branch Director and has the primary responsibility of this service within Dorchester County and communities in the County when requested to support the conduct of operations under this plan. Individual agency SOPs will be developed to support ESF-3 under a separate cover.

III. CONCEPT OF OPERATIONS

- A. Activities will be directed and coordinated from or through the County EOC when activated and / or PWD CP operating out of their facility. When the latter occurs, a representative will be assigned to the EOC at the full activation level.
- B. The Public Works Service Branch Director has the overall responsibility for EOC mission assignments and coordination with the available engineering and construction resources in the county.

- C. Each of the above listed contact / support agencies' directors of public works or engineering, etc. are primarily responsible for engineering operations within the limits of their jurisdiction.
- D. The combined agencies engineering resources should be considered as the Public Works Branch. They could become an integral part of the Public Works service resources available for employment in the public interest, with due regard to respective agency needs. All forces will remain under their normal chain of command.
- E. State forces used in support of this ESF, as well as ESF-12, will be committed on a mission type basis through the EOC and the state EOC (SEOC).
- F. South Carolina DOT is responsible for the restoration and repair of state - maintained highways, roads, and bridges.
- G. County Public Works service resources, when available, will support the South Carolina DOT operations, and the other contract / support agencies on a mission type basis through the EOC in coordination with (ICW) the SEOC.
- H. SC DHEC will provide guidance and coordination on regulatory matters and other related issues such as Water Quality (e.g. well water quality), Vector Control, Debris and Garbage Disposal, and others. SC DHEC, Trident Health District will provide an Emergency Management Liaison (LNO) to the EOC as required.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Develop and maintain specific procedures to implement this plan. (Agency plans, alert lists and SOPs are maintained under separate cover).
2. Coordinate procedures jointly affecting city / county disaster operations with other municipalities, supporting agencies or ESF - 3 representatives.
3. In coordination with the Dorchester County EMD, maintain resource lists, engineering / public works assignments, and personnel alert lists.

4. Maintain formal agreements, contracts and / or working relationships as required with city, state, federal agencies, and private contractors having mutual engineering / public works emergency responsibilities.
5. Coordinate with municipal, county, state agencies and utilities in the development and maintenance of a priority restoration list for all essential facilities and utilities.
6. In coordination with EMD, develop and participate in NIMS / ICS training and periodic drills or exercises for the engineering / public works service
7. Maintain an inventory of equipment and supplies required to sustain emergency operations, including emergency power generators. Some agencies may refer to this as 'Operation Bulldozer'.
8. Determine operational needs for restoration of service during emergencies.
9. Develop and maintain listings of suppliers of services and products associated with these functions.
10. Plan for engineering, contracting and procurement assistance for emergency debris, snow or ice clearance, demolition, public works repair, and water supply missions.
11. Establish procedures for obtaining timely status information from utilities serving the county during emergencies.
12. Develop and coordinate procedures for deployment of combined Emergency Debris Clearance teams comprised of Public Works and Utility personnel.
13. Develop procedures and capability for County Facility Protective Measures, i.e. window and storefront protection from hurricane winds, civil disorder, or other hazards.
14. Maintain the Disaster Debris & Waste Management Plan utilizing FEMA Debris Management Guidance that at a minimum address:
 - a. Emergency Roadway Debris Removal.
 - b. Public Rights-of-Way Debris Removal and Disposal.

- c. Private Property Debris Removal.
- d. Household Hazardous Waste Removal.
- e. Temporary Debris Storage and Reduction.

15. Coordinate with DHEC annually, to confirm the location of debris collection and removal site.

B. Response

1. Deploy protective measures to county buildings as needed ICW Facilities Management.
2. Provide civil & structural engineering support in the event of a disaster.
3. Coordinate with SC DOT, Towns and Debris Contractor(s) for Emergency Road and public areas clearing.
4. Assist with Damage Assessment, primarily related to infrastructure eligible under the Federal Public Assistance Program.
5. Based on available information establish priorities, determine manpower and equipment requirements for restoration of essential facilities and utilities and other assigned functions.
6. Maintain labor, equipment and materials forms and other records used for possible federal reimbursement if authorized.
7. Assist in the preparation of damage assessment documents to be submitted to proper authority where appropriate for a presidential emergency or major disaster declaration when necessary.
8. Coordinate additional or emergency Solid Waste (garbage) disposal from shelters, EOC and the community as needed.

C. Recovery

1. Continue to direct overall Public Works operations.
2. In coordination with the Dorchester County EMD, review long range recovery goals and prioritize tasks to be accomplished.

3. Provide after action reports, SITREP's, and other documentation as required and evaluate changes to operational SOP's or Incident Action Plans (IAPs).
4. Attend critiques and submit updates for implementation into SOP's as may be applicable.
5. Maintain coordination with all supporting agencies and organizations on operational priorities and emergency repair and restoration. Coordinate and direct operations debris management operations on public and private property as needed.
6. Continue to monitor restoration operations when and where needed until all services have been restored.
7. Return to normal day-to-day operations consistent with pre-emergency conditions.
8. In conjunction with State EMD complete Project Worksheets as required.

V. OPERATIONAL CONSIDERATIONS

A. Debris Management

1. Major disasters often generate tremendous amounts of debris. Effective management of disaster debris requires efficient coordination of multiple techniques and procedures. Each disaster will require some specific planning issues based on the amount of debris generated.

B. Fueling & Vehicle Maintenance

1. In the event of a disaster with major power outages and road blockages, fueling and maintaining vehicles will be a major challenge. Some options that could be considered ICW ESF - 1 and vehicle Maintenance, depending on the specific situation are as follows:
 - a. The county could provide generator power to selected locations of the county's commercial fuel provider. These sites would be selected based on their location and proximity to the areas of severe damage.

- b. In the event the situation is extremely bad, it might be necessary to request National Guard support. The SC National Guard could be requested to establish field-fueling sites, utilizing fuel blivits to provide gasoline and diesel to county emergency vehicles. If this option becomes necessary, it would be best to establish these sites on county property.
- c. If the damage is mostly power outage, it might be appropriate to utilize fueling trucks and have them locate at a specific place at a specific time and refuel vehicles. Then the vehicle would move on to the next site.

C. Structural Assessment

- 1. In the event of a major disaster, it might be necessary to assess structures in a specific area for their structural integrity and public safety. This would be required in the event of a major earthquake. To fully accomplish this, officials from the Building Services Department would be coordinated under ESF - 3 in a joint effort.
- 2. Additional engineering support could be requested from the SEOC in the form of Volunteer Technical Assistance Group (VOLTAG) and perhaps US Army Corps of Engineers. In addition to aiding USAR teams with technical support, PWD will also provide heavy equipment and carpenters as available for the construction of building shoring.

VI. LOCAL, STATE, FEDERAL INTERFACE

- A. State ESF - 3 (Public Works and Engineering) supports Dorchester County ESF - 3 following a disaster. The SC Budget and Control Board, Office of General Services is the lead state agency for ESF - 3 and the United States Army Corps of Engineers (USACE) is the lead federal agency to coordinate support regarding public works issues and needs and a full range of emergency engineering services.
- B. County ESF - 3 will coordinate with State ESF - 3 who will coordinate with Federal ESF - 3 to obtain federal assistance as required.
- C. Attachments, also contained under separate cover, include but are not limited to:
 - a. County Critical Facility List.
 - b. List of Landfills and Debris Burn Sites.

- c. Public Works Resource List.
- d. Other documents maintained at the PWD Office.

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 4: FIREFIGHTING

Primary Agency: Dorchester County Fire Rescue

Support Agencies: Town of Summerville Fire Department
North Charleston Fire Department
SC Fire Marshal's Office
SC Forestry Commission
Dorchester County Emergency Management Dept (EMD)
Dorchester County EMS
Dorchester County Sheriff Office
Municipal Police Departments

I. MISSION

- A. To Provide coordination of fire resources for disaster or major emergency related fire-fighting activities, including hazardous material events, and search and rescue situations, both urban and rural.

II. ORGANIZATION

- A. The Dorchester County Fire Rescue (DCFR) will serve as the primary agency and is responsible for coordinating all activities in support of operations under this ESF and will be represented in the EOC when activated.
- B. DCFR was established in February 2013 and has since consolidated nine rural fire department districts and two special tax district departments. Two full-time municipal fire departments are also within the county, Summerville Fire Rescue and North Charleston Fire Department.

III. CONCEPT OF OPERATIONS

- A. Overall firefighting activities, including hazardous material incidents (ESF - 10), and search and rescue operations (ESF - 9) will be directed and coordinated from the jurisdictional Command Post, or other designated facility at the time of the incident, in coordination with the EOC when logistical and other support is required.
- B. Fire Departments will direct fire-fighting operations within their jurisdictions.

- C. The Fire Department IC will make requests for additional resources through ESF - 4 who in turn will coordinate with their counterpart at the state EOC. This includes Fire Fighter Mobilization for mutual aid support.
- D. As necessary, ESF - 4 will aid in establishing staging areas and coordination of assigned resources directly to an incident or designated staging area.
- E. Fire Departments will direct Radiological and other HAZMAT response activities, on scene, within their jurisdictions using the Incident Command System and NIMS' concepts. Additional personnel and resource support will be coordinated through the Emergency Management Dept. (EMD) or EOC / mobile CP if activated.
- F. When an incident commander orders an evacuation, notification will be made to the EMD or EOC, if activated, for coordinated support for transportation, shelter and care of evacuees, warning, and security. EMD will notify the state warning point for further notification of the Governor's Office.
- G. State and Federal support will be coordinated with SCEOC ESF - 4 and committed on a mission type basis.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Develop procedures to implement this ESF, including alerting of ESF primary and support agencies / departments.
2. Identify, train, and assign personnel to radiological monitoring and decontamination teams.
3. Maintain agreements and working relationships with supporting agencies and departments.
4. Upon notification that a disaster is imminent or that a threat of a disaster exists, establish communications with the EOC or forward command post(s) as applicable.
5. Keep all agency and department personnel briefed on the situation (ICS - 209) and their response actions as may be outlined in the Incident Action Plan.

6. Maintain a current list of resources available in emergency situations in coordination with the EMD.
7. Develop procedures for conducting search and rescue operations following a disaster ICW ESF - 9 assets.
8. Develop procedures for identifying and responding to hazardous materials incidents ICW ESF - 10.
9. Maintain this plan and supporting documents, not contained here-in, and update as required following significant activations and annual reviews.

B. Response

1. ESF - 4 primary agency provides EOC representative(s) when requested.
2. Maintain logs (ICS - 214) and reports to document action taken (ICS - 201).
3. Maintain documentation for labor, equipment, and materials expended for reimbursement consideration using current FEMA forms.
4. All agencies / departments keep ESF - 4 advised of situations within their area of responsibility.
5. ESF - 4 develops and provides situation report information (ICS - 209), to include number of working missions or fires, number of uncontrolled fires, number of buildings damaged and / or destroyed, wild land acreage burned, availability of firefighting water supply, equipment and personnel status (ICS - 201 - 4).
6. Report the immediate needs of disaster victims as discovered, and with the assistance of other disaster relief agencies, provide lifesaving support.
7. Agencies/departments will maintain liaison with the EOC thru their MEOC when established.
8. Perform radiological monitoring as directed ICW ESF - 10 and be familiar with Spent Nuclear Fuel (SNF) shipment protocols.
9. Report initial assessment of Hazmat incidents / accident to the EOC and take appropriate first responder protection measures to prevent or

minimize injuries and property damage. Perform HAZMAT decontamination operations as necessary.

10. Perform Urban / Rural Search and Rescue (SAR) Operations as necessary and coordinate with the ESF - 9 POC.
11. Assist ESF - 5 with damage assessments (DA) as necessary, especially early on right after an all clear is given. This will assist in determining where DA teams need to concentrate their efforts.

C. Recovery

1. Continue to provide firefighting capabilities as able.
2. Continue to perform search and rescue operations as necessary and able.
3. Maintain liaison and communications with the Dorchester County EOC.
4. Continue to provide response activities under ESF - 4 coordination until conditions return to normal.
5. Plan operation demobilization and stand-down as situation approaches normal ICW ESF - 5 'Demobilization' Unit.
6. Submit logs, SITREPs, and other NIMS / FEMA compliant documentation as requested by EMD and others.

V. OPERATIONAL CONSIDERATIONS

A. Urban Search & Rescue (USAR)

1. Could be required in the event of major structural damage in the county. Currently, Dorchester County does not have a substantial USAR capability. If the situation requires heavy USAR capability, State SCTF - 1, as well as FEMA USAR Team assistance will be requested through the SEOC ESF - 4 / 9 coordinator.

B. Damage Survey

1. Some emergencies and disasters, especially “quick-onset” types, lend themselves to using the Fire Service to providing initial damage information.
2. Some events (e.g. tornadoes) cause only localized damages. The Fire Service would survey their jurisdictions and note the areas that had been affected. This information would be used to develop a more comprehensive assessment as provided to ESF-5 and/or Assessor Office designated survey teams.

VI. LOCAL, STATE, FEDERAL INTERFACE

- A. ESF - 4 is supported by and will coordinate with State ESF - 4 to obtain State assistance as required. Depending on the scale of the disaster, State ESF - 4 may request Federal ESF - 4 support. For the latter, federal support will be requested from the SEOC to the Joint Field Office (JFO).

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 5: INFORMATION & PLANNING

Primary Agency: Dorchester County Emergency Management

Support Agencies: Dorchester County Building Services Department
Dorchester County Assessor's Office (including GIS)

I. MISSION

- A. Coordinate the overall collection, analysis, display, and dissemination of essential information necessary to support the planning, response, and recovery phases of a disaster. Maintain event situational awareness for the EOC command staff.

- B. Information is critical for the EOC Staff to:
 - 1. Understand the current situation
 - 2. Predict the probable course of events
 - 3. Develop operational strategies and supporting IAPs
 - 4. Direct and control the operations

II. ORGANIZATION

- A. The Director of the Dorchester County Planning & Zoning Dept. will serve as the lead agency and is responsible for coordinating information and planning activities during all response and recovery activities.

III. CONCEPT OF OPERATIONS

- A. The lead ESF - 5 agency will coordinate with supporting agencies in development of the ESF - 5 SOP, including supporting documents not contained here - in.

- B. The Planning Section Chief is responsible for guiding the Command and General Staff through the operational planning "P" which establishes objectives and priorities, as well as staffing and resource needs for the next operational period. This planning process is conducted daily, primarily during the A Shift when the County Administrator is the EOC Commander.

- C. ESF - 5 will coordinate the overall EOC information and planning activities, through the collection and analysis of information from county government, municipalities, ESF's and other sources and display as applicable thru Palmetto.

- D. ESF - 5 will consolidate and disseminate information to ESFs and other decision makers to assist in their planning and developed Incident Action Plans (IAPs) ICS - 201.
- E. Public information disseminated through the media will be coordinated through the County's PIO and Citizen Call Center as outlined in the Basic Plan. See ESF - 15 operations.
- F. Public information disseminated through any direct contact with the EOC will consist of information maintained on status boards or information sheets as mutually determined by the PIO and the EOC Manager / Director.
- G. ESF-5 will consolidate information including evacuation progress, shelter status, damages, injuries, and fatalities into SITREP's (ICS - 209) and briefings, as required, to describe and document overall response activities.
- H. ESF - 5 will coordinate with the National Weather Service to provide current and forecasted weather information during emergencies and disasters as required.
- I. The Situation Unit will vet all entries into the Palmetto County Significant Events board, which is one of two projected screens on the EOC main floor.
- J. ESF - 5 will be staffed when directed by the EOC Director or County Administrator.
- K. ESF - 5 will make recommendations to the Incident Commander and EOC OPS Officer and Director as to the EOC level of activation based on the situation or threat potential.
- L. Monitor the fiscal impact of the emergency or disaster ICW the Finance Section Chief and ensure all appropriate actions are taken to maximize the county's financial expenditure recovery rate.
- M. Conduct an Initial Damage Assessment and report the findings.
- N. Coordinate with Red Cross when available for Residential Damage Assessment.
- O. Coordinate with other EOC Groups to gather Needs Information, Infrastructure Status, Hazard Information, and other pertinent data for Plotting (Maps) and Displays (Problem Log Display, etc.).

- P. Coordinate Incident Documentation to insure complete and accurate records of the operation for legal and historical purposes as well as those records necessary for reconstructing main events and the information needed in the Post-disaster recovery period.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. In coordination with supporting agencies, develop and maintain plans and procedures to implement this ESF and other supporting SOPs.
2. Develop procedures and formats for information gathering and reporting.
3. Maintain a current alert list of key agency personnel and their contact information.
4. Maintain and train personnel on hurricane decision assistance computer programs, i.e. HURREVAC, and be able to operate this program during EOC activations.
5. Maintain current information on eligibility for funding infrastructure recovery following a Presidential Disaster or Emergency Declaration.
6. Attend Public Assistance training and ICS / NIMS courses, when offered and as able, to better understand the response and recovery disaster response phases.

B. Response

1. At the direction of EMD activate ESF-5 as required by the situation or self-dispatch to the EOC when communications have been disrupted by the event.
2. Establish contact and maintain liaison with all staffed ESFs, municipal governments, Forward Command Post (if staffed), and field component ICPs.
3. Coordinate Life - Line Needs Assessments and Damage Assessments with County Offices, municipal governments, and field component ICs.

4. Prepare recommendations for operations incident action plan including safety issues and Life - Line needs.
5. Maintain logs, journals, and all records and ICS forms required for incident documentation.
6. Conduct situation briefings as may be required by the EOC Director or Administrator.
7. Draft and disseminate Situation Reports (SITREPs) as scheduled.
8. Implement the Federal Public Assistance Program if authorized.
9. Compile pertinent operational data, damage assessment information, etc. into the appropriate media and format for use in the EOC and CCC, i.e. Maps, Status Board Displays, etc.

C. Recovery

1. Plan demobilization of EOC when activities can be downsized and / or decentralized.
2. Coordinate with, brief, and provide logistical support for State and FEMA assistance teams within the county with mapping and data capability.
3. Collect and organize logs, reports, journals, photographs, videos, and other documentation for use in after-action reports and incident review.
4. Monitor the fiscal impact of the emergency or disaster and ensure all appropriate actions are taken to maximize the county's financial recovery according to FEMA guidance.
5. Participate in the Hazard Mitigation Grant Program as directed by the Administration.

V. OPERATIONAL CONSIDERATIONS

A. Damage Assessment Process

1. Following an emergency or disaster it is critical that the extent of damages be determined. This can be accomplished using different techniques

depending on the scope of the disaster. The EOC Director / Operations Manager is responsible for determining the specific process that will be used. The options include:

- a. **Quick Damage (Windshield) Survey:** This technique utilizes fire department and/or law enforcement resources to conduct a quick survey of a designated area to determine if there is any damage. The primary focus is on the condition of the roads (are they passable) and noticeable structural damage to buildings. The Quick Damage Survey is designed to rapidly provide information to the EOC and allow further assessment/s to be more focused.
- b. **Local Damage Assessment:** Once an area has been identified as suffering damage ESF-5 is responsible for coordinating an assessment of the area. The Local Damage Assessment is conducted by county officials (Tax Assessor, Codes Enforcement, etc.) municipal representatives, fire departments and possibly state officials. The focus of the Local Damage Assessment is to determine the extent of the damage including the number of homes and business impacted, an approximate dollar estimate of the damage, and an estimation of the number of people adversely impacted by the situation.
- c. **Joint Preliminary Damage Assessment:** If an area suffers major damage, then the County will request a Joint Preliminary Damage Assessment (Joint PDA). The PDA Team may / will include local, state, and federal representatives. The purpose of the PDA is to assess the impacted area to determine if the severity of the event qualifies for federal disaster assistance. The federal disaster assistance could be in the form of a Small Business Administration declaration or a Presidential Disaster declaration.
- d. Request assistance from SEOC, ESF - 19 and the SCNG, regarding satellite and other 'overhead' surveillance of areas that suggest damage has occurred.

B. Needs Assessment Procedure

1. Following a disaster, one of the most important requirements for the EOC is to assess the "life - line" needs of the citizens. This assessment is

conducted by monitoring the situation, reviewing the damage assessments, and interviewing law enforcement and shelter personnel.

2. Once the situation is understood, ESF 5 will work to determine the needs that must be addressed, in priority order. Once the priorities are established, the EOC Operations Manager will ensure these issues are aggressively addressed. This will be a dynamic assessment process that will change with restoration of the infrastructure.

VI. LOCAL, STATE, FEDERAL INTERFACE

- A. The State's ESF-5 position is provided by the SC Emergency Management Division staff and is contained in the State EOP as Annex 5/ESF-5. At the federal level, this ESF exits for Information & Planning as well out of the Department of Homeland Security, FEMA.
- B. Future changes in the Federal Response Plan/Framework may require adjustments to the county ESF SOP.

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 6: MASS CARE

Primary Agency: Dorchester County DSS

Support Agencies: Dorchester County Human Resources Department
American Red Cross (ARC), Palmetto Chapter
Dorchester County School Districts 2
Dorchester County School Districts 4
South Carolina Department of Health & Environmental Control
Dorchester County Emergency Management Department
The Salvation Army
Screven Baptist Association
Dorchester County Community Organizations Active in Disasters

I. MISSION

- A. To organize, coordinate, and provide support and resources to meet basic human needs, specifically sheltering, feeding in coordination with (ICW) ESF-11, disaster welfare inquiry, family reunification, emergency welfare services, and bulk distribution of emergency relief supplies ICW ESF-7, before, during and after a disaster or major emergency.

II. ORGANIZATION

- A. Dorchester County DSS will serve as the lead agency and is responsible for coordinating governmental agencies, and volunteer relief organizations (SCVOAD) that comprise the Mass Care / Emergency Welfare / Disaster Services Group (EWS). However, each Mass Care and EWS agency/organization will manage its own program(s) and maintain administrative and financial control over its activities.
- B. This ESF SOP does not supersede the mandated federal, state, or organizational regulations or procedures of the Mass Care and EWS member agencies / organizations.
- C. In addition to mass care actions under this ESF, the ARC, Salvation Army and other voluntary (VOAD) agencies may independently provide mass care to disaster victims as part of a broad program of disaster relief. However, the planning assumption is that these agencies are expected to coordinate with each other to reduce redundant operations while other service areas go unattended. This is

particularly important during planning, response, and recovery operations ICW ESF - 18, Donated Goods and Volunteer activities.

III. CONCEPT OF OPERATIONS

- A. All ESF - 6 supporting agencies will assist DSS in the planning and execution of operations under this plan.
- B. Upon notification by Dorchester County EMD, ESF - 6 will activate and coordinate the Mass Care / EWS group. All Mass Care / EWS requests and response decisions will be made by ESF - 6 in coordination with the EOC Operations officer / director, as necessary. ESF - 6 will self-dispatch to the EOC when conditions warrant this action if communications are knocked out by the event.
- C. During major emergency or disaster situations DSS will provide shelter management support and staffing in coordination with the ARC for all pre-designated shelters as well as those determined at the time of an event. An example of the latter would be a school or church opened for a HAZMAT evacuation. Shelters will be opened and staffed at a designated time as directed by Dorchester County DSS ICW the ESF - 6 team leadership and the EMD director. SCEMD / SCEOC will be notified, as necessary.
- D. Shelter operations guidance is provided in ESF - 6 and ARC guidance not contained herein. Other guidance e.g. for Church shelter OPS will be specific to each facility. Regarding the latter, ESF - 6 supports the notion of a state shelter plan so that shelter considerations and planning will be coordinated at the state-local level for all hazards, not just tropical events as is presently the case. E.G. SCEMD and the counties are currently looking at potential mass care shelter for the post-earthquake.
- E. DSS will gather information from food service member agencies and other organizations concerning their operational response, USDA food supplies, and USDA food management requirements. See ESF - 11 SOP not contained herein but part of EOP.
- F. ESF-6 will coordinate with state and local recovery groups (ESF - 14) regarding the location of staging areas and feeding sites and the resolution of feeding problem areas. Distribution Points (DPs) and Points of Distribution (PODs) may assist.
- G. The ARC will manage all disaster shelters, except for Special Medical Needs Shelters (ESF - 8) and is responsible for all shelter activities and internal

operations. Special Medical Needs' Shelter(s) will be managed by DHEC. Church or other facility shelters will have their personnel in the lead for overall management as supplemented by ARC and/or DSS personnel.

- H. The ARC will provide emergency first aid services to disaster victims and workers at ARC shelter facilities. This will not supplant required medical services as may be provided by local EMS, DHEC, CERT and Low Country Medical Reserve Corps volunteers, Public Safety responders or support under ESF - 8 (Medical) of the County EOP.
- I. The ARC will administer a Disaster Welfare Inquiry (DWI) system. Information regarding disaster victims will be collected and provided to immediate family members outside of the disaster area.
- J. The ARC will aid in reunification of family members that may have become separated during the disaster and the establishment of a Reunification / Family Center where applicable.
- K. The ARC, Screven Baptist and / or The Salvation Army will manage feeding programs for disaster victims and emergency workers through a combination of fixed sites, mobile feeding units, and if needed, bulk food distribution. The Screven Baptist organization is part of a Memorandum of Agreement (MOA) to feed the EOC staff. The former task of field operations will be coordinated by all responding agencies.
- L. Dorchester County School Districts 2 and 4 will provide immediate access to schools designated as shelters ICW EMD and will coordinate with the schools' staff for needed personnel and logistical support. Note-All schools represent potential shelters, not just those listed each year for the SC Hurricane Plan.
- M. DHEC - Trident Public Health District, will manage the operation and administration of the Special Medical Needs Shelter(s) as outlined in the EOP's ESF - 8 SOP.
- N. If the situation warrants, the county human services department will activate the emergency-family support function and will determine the need to open a private shelter for emergency workers and their immediate family.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Coordinate SOP development with ESF - 6 associated agencies and departments. All agencies will develop and maintain SOP's to support ESF - 6 operations.
2. Maintain resource list of capabilities, equipment, services, and current personnel rosters (including SMNS). Also, review list of facilities where 'Generator Switches' have been installed.
3. Coordinate, survey, and pre-designate facilities to be used as storm shelters. In this regard, procure agreement for co-located Pet Shelter OPS where practical.
4. Maintain formal agreements, memorandums of understanding and / or working relationships with supporting Mass Care organizations, and EWS agencies.
5. Develop Emergency Welfare Service training programs for DSS personnel and participate in ARC mass care training.
6. Conduct / participate in drills and exercises to test SOP's and provide training opportunities, including CERT team formation when able.
7. Comply with the National Incident Management System (NIMS) requirements to include minimal training and familiarization of Palmetto and pertinent ICS forms. See State EMD web site for training opportunities
8. All personnel should take the on-line FEMA NIMS courses IS - 100, 200, 700 & 800. Those who may be operating under unified command conditions should also be certified in IS - 300 & possibly 400.

B. Response

1. Activate ESF - 6 Mass Care at the EOC and / or the Incident Command post as required by the incident.
2. Coordinate all Mass Care and Emergency Welfare Service activities and document same. The later particularly important for SITREPs and recouping costs.

3. Coordinate as necessary Special Medical Needs Shelter operations with ESF - 8 and supporting agencies and other medical facilities.
4. Open Shelters and provide DSS / ARC and other staff in support of sheltering operations, as required.
5. Provide ESF - 5 (Information and Planning) information on major problems and needs directly and / or using WebEOC. If the latter is used, follow-up with phone or radio calls.
6. Collect, compile, and maintain all essential information, generate reports and records concerning Mass Care / EWS response.
7. The County PIO (ESF - 15) and the Citizen Call Center (CCC) will issue public information statements concerning shelter locations openings and what citizens should bring to the shelter. In addition, the PIO will provide public information on available emergency welfare service and other assistance programs. All Public Information activities, press releases, etc. will be coordinated with the EOC, DSS and the PIO. Post thru WebEOC where able.

C. Recovery

1. Continue to coordinate EWS assistance and services. Contact ESF - 1 for Transportation Support. Also see other ESFs for logistical assistance as may be pertinent.
2. Continue to provide public information in coordination with the PIO on available mass care, emergency welfare services, and assistance programs.
3. As the situation may warrant, coordinate with ESF - 5 to establish mass feeding sites based on emergency needs. Feeding sites will be operated by the American Red Cross, Salvation Army, or other volunteer (VOAD) agencies.
4. Establish liaison with State ESF - 6, 11 (Food), 14 (Recovery & Mitigation) and 18 (Donated Goods & Volunteer Services) as necessary to coordinate mass feeding procurement and resolve logistical shortfalls.
5. Coordinate with ESF - 3 (Public Works) and 8 to provide sanitation provisions, inspection, and garbage removal from mass feeding sites.

6. Coordinate with ESF - 8 for the provision of medical services and mental health services in shelters, as necessary.
7. Continuously monitor shelter occupancy levels and ongoing victims' needs and provide updates to ESF - 5 on shelter(s) status.
8. Coordinate with ESF - 13 (Law Enforcement) for security resources, as needed, especially at Points of Distribution (PODs) for the handling of relief supplies.
9. Coordinate with ESF - 12 (Energy) for priority utility service restoration to mass care sites. Review list of pre-wired facilities and how they performed.
10. Coordinate processes to assist disaster survivors on transitioning from congregate shelters to longer term housing solutions.
11. Ensure communications is maintained with all shelter location, via the county public safety radio system, amateur radio, telephone, or cellular telephone. See ESF - 2. Also see Tactical Interoperable Plan (TICP) not contained herein.
12. Coordinate closing and / or consolidating county shelter operations with Dorchester County EMD prior to any action being taken.
13. Participate in briefing and debriefings as required and document same on the ICS - 201 and other pertinent ICS forms.
14. Provide situation reports - type (ICS - 209) information as requested or required by Palmetto.
15. Provide copies of logs, reports, and other documentation for after-action reports as well as for federal reimbursement requirements. This information is critical to the expansion of the shelter program to include non-school facilities that proved to be an alternative to the traditional shelter system.

V. LOCAL, STATE, FEDERAL INTERFACE

- A. ESF-6 is supported by and will coordinate with State ESF-6 to obtain State assistance as required. In addition, coordination and support may be required from State ESF-11 (Food Services) and ESF-18 (Volunteer Services).

- B. ESF-6 in the National Response Framework is coordinated by DHS-FEMA and the ARC. Federal, State and County plans will be adjusted in the future to accommodate these and other changes.

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 7: FINANCE & ADMINISTRATION

Primary Agency: Dorchester County Business Services Department

Support Agencies: Deputy County Administrator's Office
Dorchester County IT Department
Dorchester County Sheriff's Office
Dorchester County Attorney's Office
Dorchester County Public Works Department
Dorchester County Fleet Maintenance
Dorchester County Human Resources Department
Dorchester County Emergency Management Department
SC National Guard
Dorchester County Community Organizations Active in Disasters

I. MISSION

- A. To provide or coordinate the financial aspects of the provision of services, equipment, personnel and supplies necessary to support operations associated with a disaster or emergency, and to expedite the approval and purchase of services and materials not available through normal purchasing channels and time frames.

II. ORGANIZATION

- A. The Dorchester County Purchasing Manager, or their designee, will serve as the Resource Support (ESF - 7) lead agency and chief of the Procurement Unit within the EOC Finance/Admin Section.
- B. The lead agency will coordinate with supporting agencies regarding the development of SOP's, emergency County Ordinances, or Resolutions that may be required to perform activities under ESF - 7.

III. CONCEPT OF OPERATIONS

- A. The primary function of ESF - 7 will be the emergency acquisition or assignment of resources and/or personnel, including delivery coordination, as provided by County Ordinance in coordination with (ICW) associated ESF SOPs.
- B. ESF - 7 will coordinate with the Business Services Department, Deputy County Administrator, state officials and the Applicant's Agent(s) regarding funding issues

and recording-keeping required for federal and state reimbursement when applicable.

- C. ESF - 7 will assist with municipal emergency procurement as may be necessary as able.
- D. All procurements will be made in accordance with current county ordinances and emergency ordinances as established ICW the County Attorney.
- E. Other ESF's requiring assistance in procuring needed assets will contact ESF - 7 which will locate a source, a point of contact, a price and schedule by which the material will be available. Requesting ESFs should provide ESF - 7 vendor contact and product information when available. Requests that cannot be met locally will be made up to the SEOC via Palmetto and tracked by the Resources Unit.
- F. In coordination with the EOC Logistics Section Chief and FEMA POD Coordinator, ESF - 7 will assist in the daily ordering of commodities needed to supply FEMA POD locations. EMD will serve as the lead agency for coordinating all county operated logistical distribution points and support municipal operations as requested. Procedures for FEMA POD operations are contained in a separate POD Standard Operating Procedure (SOP).

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Maintain and update this ESF and supporting SOP's to develop methods and procedures for responding to and complying with request for resources.
2. Develop procedures for locating and procuring services and equipment in an expeditious manner.
3. Maintain current alert lists of key personnel necessary to support operations under this plan, including municipal and other county ESF - 7 counterparts.
4. Maintain a list of critical resource vendors and suppliers with disaster response experience when possible.

5. Arrange for pre-selected contracts or agreements for rental equipment, supplies, services, etc. preferably from those with recovery experience credentials. For example, tire vendors for the numerous emergency vehicle tire repairs that will be needed.
6. ESF - 7 is responsible for the tracking and accountability of equipment purchased for disaster or emergency operations. Appropriate ICS forms will be utilized as well as tracking in Palmetto where practical.
7. Utilize this ESF and develop additional SOP guidance by participating in drills and exercises as requested by the Emergency Management Department.
8. Acquire the minimal NIMS compliance training required by the level of responsibility and report same to EMD.
9. Review, with the County's Recovery Officer, those predetermined locations for Points of Distribution (PODs).

B. Response

1. Activate ESF - 7 as requested by the EOC or as required by the incident. Self-dispatch when necessary when normal communication channels are out.
2. Maintain supply, equipment and facility needs, and determine priorities for emergency requisitions in coordination with the EOC, as necessary.
3. Coordinate with ESF - 13 (Law Enforcement) and ESF - 1 (Transportation) regarding supply routes and security requirements as necessary, especially at Points of Distribution (POD) locations previously mentioned.
4. Establish a resource tracking and accounting system including management reports and other ICS forms and documentation.
5. In coordination with the Business Services Department and HR Department and / or Applicant's Agent(s), maintain records for labor, equipment, and materials as required for federal reimbursement. See current FEMA forms contained in the EOP and available at the EOC and/or from the Finance/Admin Section Chief.

C. Recovery

1. Continue to conduct resource procurement activities if necessary and until needs have been met.
2. Coordinate with the EOC Director and ESF - 5 Demobilization Unit concerning a proposed timetable for standing down or reducing some functions' levels of operations.
3. Continue assistance to municipal governments as necessary, including the Points of Distribution (POD) program.
4. Continue to maintain resource tracking and accounting system, including management reports.
5. Participate in briefings and debriefings as required and provide input to ICS - 201 documentation.
6. Provide situation report ICS - 209 information as requested or as required.
7. Provide copies of logs (ICS - 214) reports, ICS - 222 and other documentation for after-action reports.

V. OPERATIONAL CONSIDERATIONS

- A. During an emergency or disaster, it may become necessary to procure resources to deal with a situation on very short notice. There are several options available in this situation.

1. Standard County Procurement Procedures

- a. ESF - 7 may determine the best method of acquiring a resource or service is to purchase it using county funds. Under this process, the County Procurement Code will be followed. Special instructions, such as a unique disaster fund account, will be announced and published to all county departments and other ESFs for use.

2. SEOC Requests

- a. As previously mentioned, ESF - 7 may determine that the best means of acquiring a needed resource or service is to make a

request to the SEOC. This could occur because the required service is unique to government (e.g. Law enforcement assistance), or because it is beyond the scope of the county's capability, especially post-event.

- b. All requests will be vetted through an approval process from the requestor, to their section chief, to the Logistics Section and finally to the Supply Branch Director before they are forwarded to the SEOC.
- c. Requests will be made using Palmetto in the EOC if possible. Radio or telephone confirmation will follow all Palmetto requests to the SEOC by the designated EMD EOC staff. The ESF - 5 Resources Unit will be responsible for monitoring all requests and maintaining these utilizing the ICS - 219 T - Card system, in coordination with the requestor.

VI. LOCAL, STATE, FEDERAL INTERFACE

- A. ESF - 7 is supported by and will coordinate with State ESF - 7 to obtain State assistance as required and previously described. ESF - 7 in the National Response Framework is coordinated by the General Services Administration as the lead agency.
- B. It also important to note that SCEMD's ESF - 7 primary agency, Department of Administration, is responsible for coordinating activities in the State's designated warehouse operations which are an important component of overall recovery and restoration activities.

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 8: HEALTH & MEDICAL

Agency: SC Department of Health and Environmental Control

Support Agencies: Dorchester County Emergency Medical Services
Dorchester County Coroner’s Office
Dorchester County Emergency Management
Summerville Medical Center
Private Medical Transport Services
Charleston/Dorchester Mental Health/Behavioral Health
American Red Cross-Palmetto Region
SC Department of Social Services, Dorchester County
Dorchester County Probate Court
Dorchester Drug and Alcohol Commission
Dorchester County Fire Rescue
Dorchester County Sheriff’s Office
Dorchester County Seniors Inc.
Coastal Crisis Chaplaincy
Animal Control
Dorchester County Community Organizations Active in Disasters

I. MISSION

- A. To provide coordinating guidelines and identify agencies that will effectively use available medical and other resources for the provision of medical and personal care during times of large man-made emergencies or natural disasters.

II. ORGANIZATION

- A. SCDHEC Lowcountry Region will serve as the primary agency and is responsible for the coordination and implementation of this Emergency Support Function (ESF). All ESF-8 support agencies will assist SCDHEC Lowcountry Region in the development, coordination, maintenance, and implementation of Dorchester County ESF-8.
- B. Support agencies will coordinate with SCDHEC Lowcountry Region while maintaining their autonomy, chain of command and individual SOPs. All ESF-8 personnel will be trained on the principles of the National Incident Management System (NIMS) and Incident Command (ICS) and will integrate those principles into all ESF-8 planning and response operations.

III. CONCEPT OF OPERATIONS

ESF - 8: Health & Medical Services

- A. Upon notification from the Dorchester Emergency Management Division, SCDHEC Lowcountry Region and appropriate support agencies will respond to the Emergency Operations Center (EOC) to coordinate appropriate health and medical activities. Additional support agencies will be requested as needed. Incoming resources will be coordinated by the respective agency within ESF-8.
- B. Coordination and planning between all appropriate agencies will occur to ensure operational readiness in time of emergency.
- C. Before, during, and immediately after a significant emergency, ESF-8 will focus primarily on public health and medical care. Support agencies will provide services as required by the primary agency according to their normal mission tasking.
- D. Dorchester County EMS will coordinate with other ambulance providers and address any planning or logistical concerns. Close coordination will be necessary particularly with the transportation of Special Medical Needs patients. Also see Dorchester County EMS Mass Casualty plan under separate cover.
- E. During EOC and Command Post operations, DHEC Lowcountry Region with the assistance of the Dorchester County Emergency Medical Services (EMS) Department, will function as the Emergency Medical Group Supervisor and coordinate emergency and “on-site” medical assistance following an emergency or disaster.
- F. If activated, the Regional Healthcare Coordination Center (RHCC) will coordinate bed availability and other critical resources with area hospitals.
- G. All media releases should be coordinated with the Dorchester County Emergency Operations Center Public Information Officer, or if applicable the Joint Information Center.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

- 1. Develop mutual support relationships with professional associations and other private services and volunteer organizations that may assist during an emergency or disaster. Be a signatory to the SC Mutual Aid agreement if applicable.

ESF - 8: Health & Medical Services

2. Participate in state exercises and conduct, at least annually, an ESF-8 exercise to validate this annex in the EOP and supporting SOPs.
3. Maintain inventory lists of medical supplies, equipment, ambulance services, and hospital capabilities.
4. Encourage health care facilities (i.e. hospitals, nursing homes, youth and adult medical care facilities) to develop patient reduction, evacuation, and relocation procedures. Maintain a copy of DHEC approved agency plans at the EOC for ESF-8 use in an emergency.
5. Develop procedures to monitor and disseminate public health information in coordination with the Emergency Operations Center Public Information Officer.
6. Develop procedures for providing behavioral health and mental health/substance abuse assistance to individuals and families, to include organizing and training behavioral health teams.
7. Identify agencies, organizations, and individuals capable of providing support services for deceased identification including the South Carolina Funeral Directors Association, the South Carolina Morticians Association, and the South Carolina Coroners Association.
8. Support and plan for mitigation actions and projects.

B. Response

1. Command Systems logs and reports or use WEBEOC to document actions taken.
2. Maintain labor, equipment and materials forms used for possible reimbursement, if authorized.
3. Provide Situation Report (SITREP) information to include casualty treatment, transportation services, and other documentation as requested.
4. Coordinate information releases to the public with the public information officer in the Emergency Operations Center Public Information Officer and/or Joint Information Center (JIC).

ESF - 8: Health & Medical Services

5. Coordinate the delivery of health and medical services throughout the county and arrange for the provision of medical personnel, equipment, pharmaceuticals, and supplies.
6. Monitor area medical facilities status and service capability to facilitate emergency medical transportation and treatment. If necessary, activate the Regional Healthcare Coordination Center to assist and/or provide this service.
7. Coordinate and manage Special Medical Needs Sheltering.
8. Determine need for health surveillance programs throughout Dorchester County.
9. Coordinate the provision of mental health and recovery services to individuals, families, and communities.
10. Initiate the notification of deceased identification teams and retain victim identification records.

C. Recovery

1. Anticipate and plan for arrival of, and coordination with, Department Health and Human Services ESF-8 personnel in the EOC and the Joint Field Office (JFO).
2. Ensure ESF-8 members or their agencies maintain appropriate records of activities and costs incurred during the event for reimbursement considerations.
3. Continue to provide Emergency Operations Center representation until otherwise directed by the Emergency Management Director, and plan transition back to normal operations for all ESF-8 agencies.
4. Assist with emergency pharmacy and laboratory services.
5. Assist with restoration of essential health and medical care systems and services.
6. Monitor environmental and epidemiological surveillance.

ESF - 8: Health & Medical Services

7. Continue the coordination of mental health and substance abuse assistance to individuals and families as appropriate.
8. Continue the operations necessary for the identification and disposition of the deceased and their personal effects and finalize and file death certificates for each fatality.

V. OPERATIONAL CONSIDERATIONS

A. I-26 Lane Reversal Impact to EMS Transport

1. I-26 reversal, pursuant to an evacuation ordered by the Governor, will have a negative impact on EMS transport to area hospitals. Close coordination with ESF-13/ESF-16 to expedite travel to area hospitals is essential. It may be necessary to restrict transports to only Trident Medical Center, Summerville Medical Center, Colleton Medical Center and Orangeburg Regional Medical Center.
2. Depending on congestion/gridlock, further transport restrictions may become necessary. SCDHEC Lowcountry Region will be notified of any change in EMS transport policy.

B. Medical Facility Evacuation

1. In the event of an emergency or disaster, it might become necessary to evacuate Summerville Medical Center. In this situation, Dorchester County EMS will provide as much assistance as the situation allows. However, medical facilities should understand that all county EMS resources may be committed to other disaster missions.
2. All medical facilities are required by regulation to have an evacuation plan in place. This could include contracts with private transport services to support their evacuation.

C. Mass Fatality Incidents

1. In the event of an incident that results in many fatalities, ESF-8 (under direction of the County Coroner) will coordinate for temporary morgues. Medical Facilities and Funeral Homes will be utilized as much as possible,

ESF - 8: Health & Medical Services

but if the need exceeds the capability, refrigerated trucks, mortuary trailers, and other fixed facilities may be utilized, if appropriate.

D. Behavioral Health

1. Basic human needs of persons experiencing extreme emotional/psychological stress must be met during or following a major emergency or disaster.
2. The Charleston/Dorchester Community Mental Health Center is responsible for coordination of all government and non-government mental health agencies to effectively provide crisis counseling in any emergency or disaster. These services could be administered at the disaster site, medical facility, a mental health office or other designated area. Mental Health services will be coordinated with the Charleston County EOC.

E. Nursing Home Liaison

1. State ESF-8 representatives will coordinate with Nursing Home, Assisted Living Facilities and Residential Care Administrators in the county and pass information to them regarding the emergency.

VI. LOCAL, STATE, FEDERAL INTERFACE

- A. ESF - 8 exists in both the State and Federal Response Plans. The State's primary agency is DHEC while in the National Response Framework it is the Department of Health and Human Services.
- B. Dorchester County ESF-8 will coordinate with State ESF-8 to obtain state assistance as required. Depending on the scale of the disaster, State ESF-8 may request Federal ESF-8 support thru the Emergency Management Assistance Compact (EMAC) system. In the latter, it will be extremely important that all records be thoroughly maintained to assist in the fiscal recovery process.

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 9: SEARCH & RESCUE

Primary Agency: Dorchester County Sheriff Office (Rural Search and Rescue (RSAR))
Dorchester County Fire Rescue (Urban Search and Rescue (USAR))

Support Agencies: Rural Dorchester County Emergency Management Dept
Dorchester County EMS
Municipal/District Fire Departments
Municipal Police Departments
SC Fire Marshal's Office
S.C. Civil Air Patrol (C.A.P.)
S.C. Department of Natural Resources (SCDNR)
EOC Air OPS Branch (ESF-1)
Charleston County EPD (Trident SAR Coordinator LNO)
Public Works
Fleet

Support Agencies: Urban Dorchester County Emergency Management Department
Dorchester County EMS
North Charleston Fire Dept
Summerville Rescue
Dorchester County Sheriff Office
Type 4 Regional USAR Team (based in Charleston)
Municipal Police Departments
SC Fire Marshal's Office
U.S. Army Corps of Engineers
VOLTAG
SCTF-1 USAR Team
Fleet
Public Works
Water and Sewer

I. MISSION

- A. The Search and Rescue support function is responsible for providing a framework for operations seen in all activities associated with rural and urban search and rescue operations.
- B. ESF - 9 will provide local agencies a foundation to better understand the requirements associated with hosting outside responding

II. ORGANIZATION

- A. The Dorchester County Sheriff's Office has been designated as the primary agency for rural SAR in close coordination with the local police departments. The jurisdictional PD will retain control of the operation unless they choose to pass command off to the Sheriff Office. EMD will serve as the coordinating agency and liaison in support of the operations.
- B. EMD has also been designated as the primary liaison (LNO) agency for Urban SAR in coordination with local emergency services and Fire Departments. EMD will be the liaison between the jurisdictional IC and responding SCTF-1 or the FEMA USAR Task Force(s), if deployed. The other support agencies are recognized as the group that will carry out the SAR function in those areas where organized rescue teams exist.

III. CONCEPT OF OPERATIONS

- A. Searching for a lost or entrapped person is an emergency. All first-responder agency personnel need to appreciate a high sense of urgency in responding to any lost or entrapped person call. The host jurisdiction must anticipate that they may not be able to quickly locate the lost subject and that supporting agencies need to be put on alert and/or requested early. This is particularly important in bad weather, as darkness approaches, or with a young person or a subject with medical problems.
- B. Generally, local law enforcement, or the Sheriff Office in their absence (or at their request), is responsible for managing the overall rural SAR operations. EMD is responsible for assisting the IC with requests for personnel and equipment for SAR operations. EMD may also request activation of CodeRED (SWP), a 'reverse-911' type system used to telephone alert residents and businesses that an emergency is in progress in their area.
- C. Rural SAR, involving lost aircraft, is the primary responsibility of the Civil Air Patrol as supported by other air asset providers e.g. LE or private aircraft owners.
- D. SAR OPS in open water such as the rivers, swamps and creeks will likely be aided, or coordinated by, the U.S. Coast Guard and/or SC DNR.
- E. All SAR OPS can be subject to litigation. It is imperative that OPS are conducted and documented in a professional manner according to the principals of NASAR, NIMS and ICS using all forms appropriate to the mission.

- F. A large collapsed structure may also result in the request of SCTF-1 out of Columbia, with initial support from regional USAR teams, specially trained rescuers as well as FEMA USAR Task Force support from out of state. USAR teams require a lot of logistical support including transportation and lay down areas for equipment in a Base of Operations (BOO).

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Maintain the County's SAR Standard Operations Guideline (SOG), maintained under separate cover, in coordination with EMD.
2. Through EMD, the county's training officers, and other agencies as available, request assistance with the provision of training, drills, and exercises necessary to keep SAR forces proficient. See SCEMD for training opportunities: www.scmd.org
3. Develop and maintain individual SOPs, attend planning meetings and exercise as available.
4. Provide training opportunities for all assigned personnel. Insure agency personnel have up to date personal rescue gear available.
5. Regarding USAR, maintain cache of equipment, if available, that is expected to support initial collapse structure operations.
6. Coordinate with agencies regarding new/ replacement equipment orders so that compatible equipment adds to the local cache on hand and reduces the quantities needed by any one department.
7. In coordination with EMD, maintain a list of resources within the county and identify shortfalls.

B. Response

1. The Sheriff Office will request EMD to activate the other support and coordinating agencies as soon as the emergency support function is required or anticipated. Time is often lost early on by family and neighbors searching the area. However, the first arriving officer needs to request SAR

capability immediately and begin gathering pertinent information and protecting the last know location of the individual for canine support.

2. The Sheriff Office will notify EMD when they have a Rural SAR mission and/or require the support of the Radio Communications Division for mobilization of the Mobile Command Post(s) or other command area support assets. EMD will notify the state warning point.
3. As primary agency for Rural SAR, the Sheriff, or his designee, will ensure that the mission is adequately documented using pre-designated ICS and departmental forms according to the principals of NIMS.
4. In coordination with EMD, arrange for feeding, rehab, and other logistical needs of all the responding forces especially if the mission is expected to roll into more than one Operational Period.
5. Ensure that information for public release is coordinated with the County Public Information Officer. Consider ReachSC activation.
6. See USAR SOP and NASAR Fields Operations Guide (FOG) for response protocols, not contained here-in.

C. Recovery

1. All agencies will coordinate for the 'standing down' phase of operations, so that only the required resources remain on scene. The Demobilization Unit will facilitate this with the IC.
2. Provide all mission documentation to the primary agencies as required before wrapping up the scene.
3. Recommend changes to agency and county SOPs based on 'lessons learned' from the incident and during the mission's 'hot wash'.
4. Participate in an after-action critique, 'Hot Wash' or debriefing as coordinated with EMD including Critical Incident Stress Debriefings, if required.

V. LOCAL, STATE, FEDERAL INTERFACE

- A. The State's ESF - 9 position is provided by the Department of Labor, Licensing and Regulations, Division of Fire and Life Safety, and contained in the State EOP as Annex 9 / ESF - 9. At the federal level, this ESF only exists for USAR. However, at times and following a widespread natural disaster, there may be coordinated activity with the FEMA USAR teams for any SAR-type mission.

- B. Depending on the size of the incident requiring ESF - 9 activation, a position may be established in the EOC. If this is not the case, the primary agency on scene needs to coordinate activities with the designated POC selected at the time of the emergency and pass this information on to EMD who in turn will notify SCEMD and the State Warning Point.

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 10: HAZMAT

Primary Agency: Summerville Fire Rescue

Support Agencies: Dorchester County Fire Rescue
Dorchester County Emergency Medical Services
Dorchester County Emergency Management Department
Dorchester County Sheriff's Office
Colleton County Fire Rescue
Municipal Police Departments
SC Department of Natural Resources
SC Department of Transportation
SC Highway Patrol
SC Department of Health and Environmental Control
US Coast Guard
Dorchester County All-Hazards LEPC
SC Army National Guard
Public Works
Water and Sewer
Fleet

I. MISSION

- A. Resources from industry, local, state, and federal government, separately or in combination, may be required to respond to emergency situations. ESF - 10 provides a well-organized emergency service organization to rapidly mobilize and deploy, in a coordinated effort, all resources available to contain, neutralize or minimize the disastrous effects of an incident involving hazardous materials.
- B. ESF - 10 represents a framework for agency standard operating procedures (SOPs) to be built upon.

II. ORGANIZATION

- A. Summerville Fire Rescue, along with Dorchester County Emergency Management Department, will develop and maintain the Emergency Operations Plan (EOP) ESF-10 SOP. However, the agency SOPs are maintained under separate cover by the respective organizations.

III. CONCEPT OF OPERATIONS

- A. Following notification of a release of a hazardous material, the senior emergency response official responding to an emergency shall become the on-scene incident commander (IC). The IC shall manage the incident for the duration of the incident or until he or she relinquishes the responsibility.
- B. All support agencies and their communications shall be coordinated and controlled through the IC, assisted by the senior official present for each agency. An Incident Command Post (ICP) and a Unified Command system may be established to manage both personnel and material to mitigate the hazardous situation.
- C. The Incident Commander (IC) will coordinate, integrate, and manage the effort to detect, identify, contain, minimize releases, mitigate, or minimize the threat of potential releases through use of primary and support agencies' resources.
- D. Should a state of emergency be declared, the Dorchester County EOC may be activated to coordinate efforts of other county, municipal, state, and federal agencies. EMD will notify the state warning point (WP) of the incident. EMD will send their EOC LNO to the ICP in the latter.
- E. When an IC orders an evacuation, refer to ESF-6 for shelter and care of evacuees. The IC will coordinate evacuation efforts through EMD, and law enforcement agencies will secure the defined areas. Emergency Powers as granted by the state allows emergency evacuation in most instances. However, all aspects of the law must be invoked.
- F. Incidents involving radioactive materials will be handled the same as any HAZMAT incident. Responders should remember that few radiological accidents release a product so life safety and rescue of victims can be accomplished under most circumstance without any risk.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Prepare an inventory of existing threats using SARA Title III, Tier II information (E-Plans), business/industry Emergency Action Plans (EAP), and Risk Management Plan (RMP) in accordance with the Clean Air Act and other documents available from industry and SCDHEC.

2. Provide NIMS, CAMEO and HAZMAT training opportunities for emergency responders using all courses available, as able.
3. Maintain an alert/resource list with logistical capabilities as may be needed to perform emergency response and/or recovery actions.
4. Develop mutual aid agreements with private, local, and contiguous county agencies to include contact alert lists, including being a signatory to the SC Mutual Aid Agreement.

B. Response

1. This response plan may be used with any hazardous material transportation incident, and in conjunction with any fixed facilities plan or in the absence thereof.
2. First responding agencies should classify the incident as soon as possible. This will afford the level of technical expertise to abate the incident, the extent of involvement, evacuation needs, injuries/deaths, and decontamination involvement. The Levels are I, II, and III with level 'I' being the least case and locally managed scenario with no deaths and few injuries.
3. When, in the judgment of the on-scene IC, agencies have commensurate authority and responsibility, a Unified Command system will be instituted. (An example: a terrorist instigated incident would be managed by a specific law enforcement agency ICW the FBI once on scene.)
4. The Incident Commander should conduct operations in accordance with the eight-step management procedure: Isolate Area/Deny Entry, Notification, Identification, Protection, Spill Control, Leak control, Fire Control, and Recovery and Termination.
5. Action levels for appropriate personal protective equipment (PPE) guidelines shall be established by agency standard operating procedures (SOP) (maintained under separate cover) in coordination with (ICW) the on-scene Safety Officer.
6. Coordinate decontamination activities with appropriate local, private, county, or state agencies. Ensure proper disposal of wastes associated with hazardous materials incidents.

7. Collect and utilize all written incident data, i.e., key personnel lists, incident description, medical, entry checklist, MSDS, CAMEO information, etc.
8. Stand down plans should be developed for the Operations Section Chief when the response ceases to be an emergency.

C. Recovery

1. Over site of cleanup operations when all danger is past, transfer of command to responsible agency after the area has been declared safe by responsible personnel and restored to the best condition possible.
2. The IC shall cause an incident critique (Hot Wash') to be held as soon as reasonably possible after the conclusion of the incident. After-action reports and other reports to appropriate agencies should be provided for evaluation and record keeping as well as for securing reimbursement from the spiller and/or federal government in a declared disaster.

V. OPERATIONAL CONSIDERATIONS

A. Radiological Protection

1. An incident involving radiological materials will likely exceed all county capabilities beyond the initial securing of the incident location. In addition to the warning and likely evacuation of an at-risk population, the county will require resource support including exposure analysis and decontamination.
2. While the county is not a host county to one of the fixed nuclear facilities in and around South Carolina, a very small portion in the northwestern corner may be at risk to exposure from a release at the Savannah River Site in Barnwell County.
3. The only other accidental incident involving radiological material would be direct result from a spent nuclear fuel (SNF) shipment. (Information involving SNF can be found as an appendix to the Basic Plan.)

VI. LOCAL, STATE, FEDERAL INTERFACE

- A. The State and Federal Response Plan ESF-10 support this ESF. State primary agency is DHEC, while the federal primary agency is EPA. Summerville Fire-Rescue will serve as the HAZMAT Unit at the County EOC or Mobile Command Post.

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 11 EMERGENCY FOOD SERVICES

Primary Agency: SC Department of Social Services, Dorchester County

Support Agencies: Dorchester County Human Resources Department
The Salvation Army
American Red Cross
Dorchester School District 2
Dorchester School District 4
Seven Baptist Association
Low Country Food Bank
Dorchester County Business Services Department
Dorchester County Sheriff Office
Dorchester County EMD
Dorchester County Fleet Maintenance
Dorchester County Community Organizations Active in Disasters
Volunteer and Donations Management
Business Services
Economic Development (Chamber)

I. MISSION

- A. Identify, secure, and arrange the transportation of food assistance to affected areas within the County following a major disaster or emergency or other event requiring County, State, and possibly Federal response. These guidelines also serve the purpose of coordination amongst agencies with similar missions but separate organizational management. This ESF - 11 will be supported by individual agency plans not contained here-in.

II. ORGANIZATION

- A. Dorchester County DSS will appoint a Food Unit Leader to work under the EOC Disaster Response Services (DRS) Group Supervisor and Logistics Section Chief. Supporting agencies will coordinate with the Food Unit Leader and DRS while maintaining their autonomy and internal chain of command.

III. CONCEPT OF OPERATIONS

- A. DSS is responsible for developing and maintaining this ESF, as well as pertinent SOPs, coordinating with EMD and the other supporting agencies.

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- B. Individual agency SOPs will be coordinated with DSS and are not contained herein as part of these guidelines. The EOC can store agency SOPs if they so desire.
- C. Although DSS is the coordinating agency each supporting agency will operate under their regulations and directives as required by law, as applicable, and will remain under their individual agency control. Again, emphasis will be on interagency communication and coordination.
- D. DSS will gather information from food services' member agencies and other organizations concerning their operational response (including distribution procedures, transportation, and material handling), USDA food supplies, and USDA food management requirements.
- E. ESF - 11 will coordinate with State and local recovery groups and ESF - 6 regarding the location of staging areas and feeding sites and the resolution of the feeding problem areas. Direct coordination with federal ESF - 11 agencies may occur at times as well.
- F. State DSS, at the SEOC, will be the primary point of contact for coordinating requests for USDA food.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. SOPs and Alert Lists, maintained under separate cover, will be reviewed, and updated in coordination with DSS with copies of changes going to EMD for integration into use with the EOP and in EOC operations.
2. Stock levels of food, storage, and the distribution system to support ESF operations will be assessed with results being reported by the primary agency to the pertinent supporting agencies and EMD.
3. Participate, as available, in all exercises and drills conducted to test the EOP, this ESF and related ESFs and logistical support guidelines.
4. Participate in planning meetings coordinated by DSS and others for SOPs, operational guidelines and record keeping.
5. Familiarize staff with NIMS and ICS principles and documentation including the use of Palmetto and the accomplishment of required ICS courses for

ESF - 11: Emergency Food Services

key designated staff. Contact SCEMD for training availability at: www.scmd.org.

6. Familiarize staff with the Points of Distribution (POD) system and the role of ESF-11 in coordination with (ICW) the County's Recovery Officer and the County and State Recovery Plan and Appendix 7, SC Logistical OPS Plan, not contained here-in.

B. Response

1. As requested by EMD, DSS, or as required by the event, provide representation at the EOC or in some instances, the field command post (CP).
2. Coordinates with all food service providers, ESF-18 and others regarding the emergency food requirements and their area of operations.
3. Coordinate stockpile and staging area security requirements with ESF-13.
4. Review record keeping requirements with all supporting agencies including the timetable for SITREPs and other status reports (ICS-209).
5. Maintain critical and logistical communication links between the School District, shelter teams and ESF-6 staff.
6. Develop a stand down plan for future implementation that will maintain a proper level of presence in the EOC and other command and control centers as may be activated. Coordinate this with ESF-5.
7. Provide DSS and EMD with any unmet needs critical to the operation in a timely manner including, but not limited to: communications, transportation, volunteers, administrative, or other issues deemed important to the operation.

C. Recovery

1. Coordinate the phase down of operations as preplanned and agreed to.
2. Stand down the ESF presence at the EOC with appropriate levels of personnel.

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3. Shift food distribution to agencies with the primary mission assignment as determined by the SOPs or circumstances of the operations.
4. Provide copies of all ICS forms, logs, reports, SITREPs, and other documentation to DSS for after action report computation. Run WebEOC record reports and provide to EMD and DSS.
5. Participate in debriefings, Hot Washes, Critical Incident Stress Disorder (CISD) meetings, and other functions necessary for this phase of operations.
6. Critique and update SOPs as required by operational findings during drill or actual incidents.

V. LOCAL, STATE, FEDERAL INTERFACE

- A. ESF - 11 is supported by State and FEMA in their EOPs by the ESF-11 designation. Larger municipalities may also have this designation if they have subdivided their recovery staff as such. Municipal EOCs, regardless of ESF designations, are responsible for coordinating emergency food relief for their citizens and will be coordinated with when they are operational.
- B. ESF-11 will also coordinate with ESF-6, Mass Care Operations in providing emergency food supplies.

ESF - 11: Emergency Food Services

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 12: ENERGY & UTILITIES

Primary Agency: Dorchester County Water & Sewer Department
(LARRY HARPER)

Support Agencies: Dorchester County Public Works Department
Dorchester County Facilities and Grounds
Dorchester County Information Technology Department
Dorchester County Emergency Management Department
Summerville Commission of Public Works
North Charleston Sewer District
Dorchester County Water Authority
Dominion Energy
Berkeley Electric Cooperative (BEC)
Edisto Electric
AT&T
Other Telephone Communication Service Providers
US Army Corps of Engineers (USACE)
SC Department of Health and Environmental Control

I. MISSION

- A. ESF - 12 will be responsible for producing, refining, transporting, generating, transmitting, conserving, building, and maintaining electric and natural gas system components, as well as water and sewer services including emergency supply of potable water, temporary restoration of water supply systems and providing water for fire-fighting activities.
- B. ESF - 12 does not address telephone communications providers. However, they should coordinate with supporting utilities per this ESF. The planning assumption is that a disaster often severs key utility lifelines, constraining services and supply to the impacted areas or regions served by this type of infrastructure.

II. ORGANIZATION

- A. The Dorchester County Water and Sewer Director or designee will serve as the Utilities Branch Director. The Utilities Branch Director will oversee the Water and Sewer Group and Energy Group. The Energy Group is responsible for liaising with energy providers and coordinating generator support.

III. CONCEPT OF OPERATIONS

- A. Upon activation of the EOC, the EMD Director and/or the ESF Coordinator may request selected utility companies to provide partial representation at the EOC or, in some circumstances, the incident command post (ICP). The planning assumption is that most companies will set up OPS within their own company ICPs as previously mentioned.
- B. Local Utility companies are likely to be victims of the disaster and will require time to move into the response and recovery phases like everyone else. They will be extremely taxed working with their mutual aid responders.
- C. Damage assessment information will be reported by utility crews to their ICPs and the EOC representatives will seek out this information for dissemination to ESF-5 Unit Leaders.
- D. The Office of Regulatory Staff (ORS) will coordinate ESF-12 OPS at the State EOC (SEOC).
- E. Coordination between all the support agencies should occur prior to the disaster and activation of the EOC to ensure operational readiness, emergency response, and more efficient recovery operations.
- F. ESF-12 will coordinate with public and investor-owned and operated power service to ensure equitable provision and/or restoration of service.
- G. Restoration of services will occur, where practical, according to priorities established in the supporting SOPs maintained under separate cover. Critical facilities will receive priority where possible. Often organizations are put back online simply because of their power grid location.
- H. The ESF-12 Coordinator will determine the location of utility company ICPs as well as contact information on their counterparts. The planning assumption, from experience, is that utility companies will resupply their operations and that of their mutual aid assisting agencies.
- I. ESF-12 will coordinate the restoration of water and sewer services with other county, local, state agencies and private contractors as required.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Develop and maintain a list of resources including directories of suppliers and service providers in support of this ESF. 'Operation Bulldozer' is often used to describe this resource management tool.
2. Establish liaison with all support agency representatives and update contact rosters of their critical personnel. Input critical resource providers into Palmetto.
3. Review list of critical facilities and restoration priorities with EMD, the ESF Coordinator, ESF group representatives and others as may be required.
4. Promote mutual assistance and memorandums of agreement/ understanding (MOAs/MOUs) with the vendors of all the service providers when necessary.
5. Attend planning and coordinating meetings as appropriate; providing input regarding ESF SOP changes for the pertinent support agencies.
6. Accomplish ICS/NIMS training and participate in drills and exercises when able. See SCEMD training opportunities at: www.scmd.org.
7. Establish procedures for obtaining timely status information from utilities serving the county during emergencies.
8. Determine operational needs for restoration of utility services during emergencies.

B. Response

1. Analyze affected areas and coordinate findings with ESF-5, 14 and other county and ARC Damage Assessment teams.
2. Establish priorities to repair damaged water/sewer systems and coordinate the provision of temporary, alternate, or interim sources of emergency water/sewer. ICW SCDHEC, provide potable water checks on wells.
3. Identify supporting resources for such products and services as casing, pipe, pumps, valves, generators, cables, staff, and transportation to facilitate response to damage.

4. Assist with obtaining equipment, specialized labor, and transportation to repair or restore water and/or sewer systems.
5. Prioritize with pertinent utility providers the coordinated rebuilding processes when necessary to return services to the impacted areas. The former may require coordination with local government regarding reconstruction moratoriums.
6. Coordinate with the Legal officer, as required, for the creation of emergency ordinances regulating water usage and with DHEC for well water safety.
7. Coordinate with the PIO, CCC and the County Press Room for the distribution of educational information and utility conservation guidance, safe use of generators and coordination required with utility companies.
8. Coordinate with ESF-1 regarding the emergency procurement/allocation of fuel for generators, service vehicles and other critical functions.
9. Coordinate with ESF-13 for the protection of vital supplies.
10. Track all operations on proper forms for labor, equipment, and materials used for reimbursement, as may be authorized.
11. Provide SITREPs and other documents to the EOC Planning Section (ESF-5) as required or requested.
12. Coordinate recovery transition plans with the Group Coordinator and support agency representatives, especially when phasing down operations.
13. Monitor and coordinate the restoration of public utilities in the county, to include water distribution, sewer service and power service.
14. Coordinate and facilitate the supply of emergency power to critical facilities throughout the county.
15. Based on available information; establish priorities, determine manpower and equipment requirements for restoration of essential facilities and utilities.

16. Establish priorities to repair damaged water and sewer systems and coordinate the provision of temporary, alternate, or interim sources of emergency water and sewer systems. In coordination with SCDHEC, provide potable water checks on wells.
17. Identify supporting resources for such products and services as pipe, pumps, valves, fittings, generators, cables, staff, and transportation to facilitate the response to damage.
18. Assist with obtaining equipment, specialized labor, and transportation to repair or restore water and sewer service.

C. Recovery

1. Maintain close coordination with all supporting agencies and organizations on operational priorities, restoration progress, and needs or problem areas.
2. Adjust public information releases with the PIO as the recovery period approaches normal conditions.
3. Emphasize safety considerations the public and others using portable generators, heaters, and other equipment that can cause injuries and death.
4. Provide input for the Incident Action Plans.
5. Provide a stand-down plan of operations as requested or when anticipated.
6. Submit copies of unit logs, operational records, and other documentation as required at the termination phase of the incident.
7. Participate in debriefings and critiques and make necessary changes to SOPs and individual agency plans, as necessary.

V. LOCAL, STATE, FEDERAL INTERFACE

- A. ESF - 12 is supported in both the State and Federal plans as ESF - 12. For local response considerations, telephone communications have been added to ESF - 12

The services of the sewer districts regarding water utilities are coordinated through this ESF.

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 13: LAW ENFORCEMENT

Primary Agency: Dorchester County Sheriff's Office

Support Agencies: Town of Ridgeville Police Department
City of North Charleston Police Department
Town of St. George Police Department
Town of Harleyville Police Department
Town of Summerville Police Department
SC Highway Patrol
SC Department of Natural Resources
State Law Enforcement Division (SLED)
SC National Guard
Dorchester County Emergency Management Department (EMD)
Dorchester County Fire Rescue
DD2/4 Security Officers

I. MISSION

- A. Provide for the effective coordination of law enforcement personnel and equipment throughout the county during emergencies and disasters. Also see ESF-16 for Emergency Traffic Management for evacuation operations.

II. ORGANIZATION

- A. The Dorchester County Sheriff is designated Chief of Law Enforcement and is responsible for developing, coordinating, and maintaining the ESF - 13 SOP to the Emergency Operations Plan (EOP).
- B. All ESF-13 agencies will cooperate and coordinate with the lead agency to promote effective law enforcement activities during any major emergency or disaster. All agencies are responsible for carrying out the laws, traffic control, crime investigation, providing shelter security and security at Points of Distribution (PODs) of emergency supplies, and other public safety duties within their jurisdiction.

III. CONCEPT OF OPERATIONS

- A. The Dorchester County Sheriff's Office (DCSO) is responsible for coordinating with supporting agencies in development of the ESF-13 SOP including supporting documents not contained here-in.

- B. Coordination with all supporting and other appropriate departments/agencies and organizations will be performed to ensure operational readiness at the time of the emergency.
- C. Overall Law Enforcement activities will be directed and coordinated from the EOC, forward Incident Command Post (ICP), or other designated facility at the time of the incident.
- D. The sheriff or chief of police is responsible for law enforcement activities within his/her local jurisdiction and will retain direction and control. When state law enforcement personnel and equipment are committed, a member of the State Law Enforcement Division (SLED) will be assigned to coordinate state activities with ESF - 13.
- E. SC National Guard units will be assigned tasks on a mission type basis and will typically be accompanied by representatives of state law enforcement agencies.
- F. Mutual-Aid law enforcement agencies from outside the area will be teamed up with the host jurisdiction police department personnel where possible.
- G. No use will be made of private security agencies or volunteers unless they are sworn officers and specially trained deputies or auxiliary police. Such personnel will come under the responsibility of the agency which appoints and utilizes them. Low Country State Constables will likely be available for many response and recovery operations when assigned to a police officer in the host jurisdiction.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Coordinate with the County Emergency Management Department (EMD) to analyze potential hazards and emergency situations, determine law enforcement requirements, and develop plans to deploy and coordinate law enforcement mission essential activities.
2. Develop SOP's in support of this ESF, including procedures to implement this ESF. Copies of SOPs may be kept securely at the EOC if so desired and ICW EMD.
3. Develop a consolidated law enforcement resource inventory to include alert lists of primary and support agencies, contacts, and resources.

4. Use normal operations as an opportunity to test mutual aid agreements and interagency communications, plain English radio communications, etc.
5. Develop plans for providing law enforcement support to other ESF's, as well as plans for evacuation, security, and other non-routine functions.
6. Maintain a current list of resources available in emergency situations.
7. Participate in exercises as coordinated and as may be directed by EMD or the State Emergency Management Division.
8. Train regular and support personnel in emergency duties, including unified command operations and other NIMS' required ICS courses for designated personnel. See www.scemd.org for more information on training and plans.
9. Train in Palmetto and input law enforcement logistical resources into the Resource Manager of Palmetto. Request assistance from EMD as needed.

B. Response

1. Provide a representative, with command authority, to the EOC or Forward Incident Command Post when requested by EMD, the Sheriff, local police/fire chief or as may be required by the incident.
2. Provide security to the EOC or Forward Command Post when activated.
3. Support and provide for traffic management, staff evacuation traffic control points, and monitor evacuation routes, including overhead surveillance ICW Air Operations Unit of ESF - 1 and the SC C.A.P. when activated.
4. Secure evacuated areas, including safeguarding critical facilities, control ingress and egress access control points (ACPs) to the disaster area or emergency scene.
5. Conduct emergency warning and evacuation activities, as necessary. Familiarize personnel with the capabilities of CodeRED (an alert notification system at SCEMD) and dispatch procedures.

6. Provide escort of essential relief supplies and material, as necessary.
7. Provide and coordinate security for designated mass care shelters when requested by DSS and/or ARC.
8. Participate in Incident Action Plan (IAP) development for subsequent operational periods.
9. Provide Situation Report input to ESF - 5 on operational priorities and problem issues to maintain a Common Operating Picture.
10. Make recommendations on emergency ordinances to assist in maintaining public order and safety e.g. sale of firearms, curfew hours, etc.
11. Assure the coordination of law enforcement functions with other emergency actions.
12. Coordinate requesting and utilizing additional law enforcement assets, to include National Guard resources, thru the County EOC during disasters or emergencies.
13. Coordinate the effective dissemination of disaster-related information to all law enforcement entities in the county.
14. Report all damages or situations to the EOC that present a significant safety or health risk to the public.
15. Ensure all field operations, regardless of the size of the emergency, will be conducted using the Unified Incident Command System.

C. Recovery

1. Phase down operations ICW the EOC Manager as the situation warrants.
2. Provide security to the locations as well as various recovery related sites (e.g. Distribution Points, FEMA Disaster Recovery Centers).
3. Maintain adequate representation in the EOC as operations return to normal.

4. Submit copies of EOC logs, operational records, and other documentation as may be required upon termination of EOC operations.
5. Participate in debriefings, 'Hot Wash' and other critiques and make necessary changes to SOP's and individual agency plans.

V. OPERATIONAL CONSIDERATIONS

A. National Guard

1. If the county experiences a major emergency or disaster, it may be necessary to utilize the South Carolina National Guard to augment the regular law enforcement agencies. When the National Guard is used, several items must be considered prior to deployment:
2. It is best to pair up a National Guardsman with a local law enforcement officer. If the Guardsmen are going to man a traffic post, provisions must be made to allow communications with the local law enforcement agency.
3. If National Guardsmen are going to be armed, then appropriate "Rules of Engagement" must be developed and understood by all parties prior to the Guardsmen being deployed.

B. State Law Enforcement Division (SLED)

1. When State Law Enforcement personnel and equipment are committed a member of the State Law Enforcement Division will be assigned to coordinate state activities with Law Enforcement Branch Director (ESF - 13).

C. Jurisdictional Issues

1. Jurisdictional issues are best resolved within the framework of the Unified Incident Command System.

D. Re - Entry

1. Following some emergencies and disasters, it may be in the public interest to restrict access to some buildings, structures, or definable areas of the county. The specifics of this restricted phase will be dependent upon the situation. Restrictions should only be considered when hazards pose a

threat to the public or the public's presence may interfere with ongoing emergency operations. Some of the issues to consider include, but are not limited to:

- a. Hazardous Material Contamination or ongoing chemical release.
 - b. Broken Natural Gas pipeline(s) and downed power lines.
 - c. Fire Suppression availability.
 - d. Bridges and/or roadways with structural damage.
 - e. Severely damaged buildings or structures that have not been inspected for structural safety.
2. Every effort should be made to allow residents and business owners to inspect their property as soon as possible after a disaster. Lastly, uniform curfew times should be considered and coordinated with EMD and the elected local officials, i.e. County Council Chairman and Mayors, making up the Emergency Council.

VI. LOCAL, STATE, FEDERAL INTERFACE

- A. ESF - 13 is supported by, and will coordinate with, State ESF - 13 to obtain State assistance as required. ESF - 13 is represented at the State EOC (SEOC) by SLED as the primary agency. ESF - 13 is not in the Federal Response Plan per se. Also note, as the Federal Response Plan transitions into the Federal Response Framework, additional changes to the EOP and the ESFs will be forthcoming.

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 14: RECOVERY & MITIGATION

Primary Agency: Dorchester County Emergency Management

Support Agencies: Dorchester County Administrator’s Office
Dorchester County Economic Development
SC Emergency Management Division
Dorchester County Public Works Department
Dorchester County Assessor’s Office (including GIS)
Dorchester County Information Technology Department
Dorchester County Business Services Department
Dorchester County Planning & Zoning Department
Dorchester County Building Services Department
Dorchester County Elections & Registration
Municipal Police and Fire Departments
DCFR
Sheriff’s Office
Public Works
Water and Sewer
Dorchester County Community Organizations Active in Disasters

I. MISSION

- A. Provide the basic framework to coordinate the federal, state, local government, and private sector recovery from long-term consequences of a disaster affecting part or all the County and the municipalities within.

II. ORGANIZATION

- A. Because there is no single agency per se with the responsibility to coordinate the complicated phases of recovery and mitigation; the Deputy County Administrator serves in the ancillary duty of County Recovery Officer. This individual is aided by, but not limited to, those organizations listed previously in the support role.

III. CONCEPT OF OPERATIONS

- A. The Emergency Management Director, in conjunction with the County Administrator, is responsible for coordinating all emergency operations, administrative, management, planning, preparedness, mitigation, response, and recovery operations. In this role, EMD in coordination with (ICW) primary and support agencies provides oversight for all emergency support functions to better

integrate the EOP into both state and federal response operations, including recovery.

- B. The Emergency Management Department will coordinate with all necessary agencies, many of which are listed above, for the further development of ESF-14 preparedness activities. All supporting agencies will assist the Administration in the planning and execution of the above. All ESF-14 will be trained on the National Incident Management System (NIMS) and Incident Command. The principles of NIMS will be integrated into all plans and SOPs not contained here-in. See: www.scemd.gov for more information.
- C. ESF - 14 will normally activate with the opening of the federal government's Joint Field Office (JFO). Until the JFO becomes activated, ESF-5 will likely coordinate most of the ESF - 14 type response activities. Most of the initial recovery activities will occur after the disaster assessment is complete. However, ESF - 14 needs to take the lead for pre-planning the mission essential elements and tasking.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Use predictive modeling systems such as HAZUS, HURREVAC and SLOSH maps to look at potential loss estimations and to review as to which critical facilities are at the greatest risk.
2. Develop guidelines to look at emergency and permanent housing, debris removal, environmental protection and restoration, public facilities' protection, and restoration, including the infrastructure.
3. Develop, train, and rehearse damage assessment teams according to established best practices as well as changes in the federal assistance process. Ensure that team equipment is always ready.
4. Coordinate frequently with components of the Recovery Team to ensure required NIMS training is accomplished and personnel alert information is current. See www.fema.gov for on-line training courses.
5. Previously discussed, but not implemented, mitigation measures should be addressed. Many of these potential projects will be driven by the impact of the incident and local governments' desire to prevent future losses. For example: a moratorium may be set on future reconstruction in some areas.

6. Support requests and directives from the Governor thru SCEMD and FEMA concerning mitigation and/or re-development activities.
7. Document matters that may be needed for inclusion in agency or county/state/federal briefings, SITREPs and action plans.
8. Coordinate assessment and revision of existing mitigation plans, as may be necessary.
9. Review the state and county mitigation plans for affected areas to identify potential mitigation projects.
10. Compare actual damages to those postulated by modeling programs like HAZUS, if the event fits the parameters described in the model 'guidelines.
11. Seek technical assistance from SCEMD's State Hazard Mitigation Office for suggested projects and action plans.

B. Response

1. Coordinate with Planning Section ESF-5 to determine which areas of the county are being impacted by the event. Many reports will come in from citizens to the Citizen Call Center (CCC) as well as from public safety departs thru their appropriate ESF contacts in the EOC and/ or municipal EOC (MEOC) or the SEOC.
2. Coordinate with state lead agencies to address key issues for disasters such as temporary and permanent housing, debris removal, decontamination and environmental restoration, restoration of public facilities and infrastructure, restoration of agricultural sector, and short - and long-term economic recovery.
3. Begin early considerations for those actions required to support individual and public assistance operations, e.g. POD and DRC setup, Applicants meeting, etc. and other operational considerations for the next Operational Period as may be outlined in the Incident Action Plan (IAP).
4. Ensure for adequate record keeping of all response and recovery related activities should the county receive an award for the Federal Public

Assistance program and be eligible for reimbursement and various projects.

C. Recovery

1. As soon as an all clear is given, even when OPCON-1 may be in effect, deploy damage assessment teams out to affected areas. Teams will be equipped with radio communications, cell phones (questionable as to their reliability in this phase), laptops, maps, digital cameras, GPS and other equipment and information necessary to report back needs and damage assessments.
2. Dollar amounts of damage are not critical at this point, only what the immediate needs of the populace are. Dollar amounts will follow soon enough prior to the Preliminary Damage Assessment with Local-State-Federal inspectors.
3. Coordinate with state and federal officials (FEMA) regarding their initial requirements for the identification of economic loss. It would also be wise to report areas where loss was reduced due to previous mitigation efforts when such locations are pointed out.
4. Review state and local Recovery Plans for additional guidance and checklists for incident action plans.
5. Support agencies will provide manpower and agency representatives, as applicable, to the Disaster Recovery Centers (DRCs). The County's Recovery Officer has coordinated several locations for DRC set-up in the county near the major population centers.

V. LOCAL, STATE, FEDERAL INTERFACE

- A. ESF-14 is headed up by the Office of the Adjutant General, SC Emergency Management Division (SCEMD) at the state level and does exist as an ESF in current federal response plans as a Community's Long-Term Recovery operation.

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 15: PUBLIC INFORMATION

Primary Agency: Public Information Office

Support Agencies: Administrators Office
Dorchester County Economic Development
Dorchester County Information Technology Department
Dorchester County Register of Deeds
Dorchester County Emergency Management Department
ANY DEPARTMENT WITH SOCIAL MEDIA

I. MISSION

- A. Provide effective public information through coordination with appropriate federal, state, and local agencies and organizations and private industry to minimize loss of life and property before, during, and after an emergency or disaster.

II. ORGANIZATION

- A. The Dorchester County Public Information Officer (PIO) will lead ESF - 15 and will manage / coordinate all public information during an activation.

III. CONCEPT OF OPERATIONS

- A. The Dorchester County Economic Development Department is responsible for all ESF-15 administrative, management, planning, preparedness, mitigation, response, and recovery activities to include developing, coordinating, and maintaining the ESF-15 Standard Operating Procedures (SOP). All ESF-15 supporting agencies will assist the Dorchester County Economic Development Department in the planning and execution of the above. All ESF-15 personnel will be trained on the principles of the National Incident Command System (NIMS) and integrate those principles into all ESF-15 planning and response operations. See www.scemd.org for more training opportunities and posted planning documents.
- B. Coordination with all appropriate departments, agencies, and organizations will be performed to the maximum extent, to ensure accurate, timely, and consistent emergency public information.
- C. On behalf of the Dorchester County Council Chairman, the Administrator, the PIO, through ESF-15, is responsible for informing the public of emergency and disaster operations within the county. The dissemination of public information during

emergency and disaster operations is done with the advice and consent of the Dorchester County Emergency Management Department Director, who reserves the authority to intervene, to assume control, or to disseminate supplementary public information at any time. ESF-15 will keep the Dorchester County EMD Director informed of media-related events as they unfold and will provide such information on a continuing and timely basis.

- D. The PIO, and designated EMD personnel will coordinate messaging on the Dorchester County Government and Dorchester County Emergency Management Department social media pages during activations.
- E. To control rumors, hearsay, and inaccuracies for disaster/emergency related information shall be clear, concise, and accurate regarding the current situation, actions being taken by authorities, and any instructions for the community.
- F. Public information, public relations, or public affairs personnel of other county, municipal or state agencies or department; may be available to augment ESF-15 when requested.
- G. The South Carolina EAS will be activated appropriately according to established area, state, and national EAS procedures by SCEMD staff.
- H. A coordinated effort to report and document emergency/disaster operations will be conducted at the EOC and/or at the incident site. A joint information system (JIS) of public information personnel from all affected jurisdictions, agencies, and private sector organizations may be established. If appropriate, representatives of those jurisdictions/agencies may provide emergency public information from a Joint Information Center (JIC). Under some circumstances, state agencies or county departments may issue press statements. However, these statements must be coordinated with ESF-15 prior to release. The EOC Director, or in his absence the Administrator, will initial off on all information releases. To reduce confusion regarding the sequence of News Releases, each release will carry a conspicuous consecutive number to reduce confusion as to the order of the Releases. See comment below regarding paper color.
- I. Situation briefings, press conferences, taped messages, photographs, news accounts, statistics on injuries and fatalities, and other information shall be provided to the news media as appropriate and as approved. All Press Releases will be conspicuously numbered prior to post on designated clip boards. Releases will also be printed on distinctive colored paper which will be changed upon each EOC activation.

- J. The county will coordinate with relevant federal, state, and local agencies and officials. ESF-15 will coordinate with the Dorchester County Emergency Management Department Director regarding all such activities.
- K. ESF-15 will consult with appropriate department or agency heads concerning implementation of emergency or disaster public information activities. Timely and continuing information to the Dorchester County Emergency Services Department Director will be provided, and appropriate recommendations will be made if requested.
- L. Training will be coordinated with the primary and support agencies. The setting will be in the EOC/CCC when possible. ESF-15 personnel will attend SCEMD sponsored public affairs training when it is available.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Develop a public information program to educate the public regarding the effects of common, emergency, and disaster situations.
2. Develop plans to coordinate with international, national, state and local news media for emergency operations, before, during and after emergency situations.
3. Develop plans to conduct a multi-agency/jurisdiction coordinated public information program during emergencies and disasters.
4. Develop plans and programs to educate news media that ESF-15 is the primary information center during emergency situations, unless otherwise directed by the Dorchester County Emergency Management Department Director.
5. Develop procedures to organize and operate a county press room media briefing area and/or a joint information center (JIC) SOP, including plans to have representation at Charleston County's Press Room under some circumstances.
6. Develop and maintain pre-scripted EAS messages, news releases, and public service announcements, for all hazards to include hurricanes,

earthquakes, tornados, hazardous material accidents, and acts of terrorism, etc.

7. Encourage development of disaster plans and kits for the public and promote Family Preparedness amongst ESF-15 and CCC staff.
8. Provide evacuation information to the affected public, including Spanish.
9. Participate in state exercises and conduct, at least annually, an ESF-15 exercise to validate this ESF to the county EOP and supporting SOPs.
10. Update public information responder listing, as necessary.
11. Develop and implement a training program for all ESF members.
12. Develop and maintain a roster with contact information of all ESF personnel.
13. Annually review the Department of Homeland Security Universal Task List and Target Capabilities List and integrate tasks as appropriate to PIOs.
14. Ensure all ESF-15 personnel integrate NIMS principles in all planning. As a minimum, primary action officers for all ESF-15 agencies will complete all required FEMA NIMS Awareness Courses via the Internet. See www.scemd.org and www.fema.gov for additional training materials in this area.
15. Support and plan for mitigation measure within the scope of this ESF.
16. Support requests and directives resulting from the Chairman of Council, the Governor and/or FEMA concerning mitigation and/or re-development activities.
17. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports and action plans. Track all documentation regarding Labor-Supplies and Equipment needed for reimbursement.

B. Response

1. Alert agencies whose personnel, equipment, or other resources may be used.
2. Provide timely and accurate EAS messages and news releases in common language and terminology to inform the public. Coordinate with established state hotline systems e.g. CodeRED.
3. Provide emergency public information to special needs/Hispanic populations.
4. Coordinate with news media regarding emergency operations.
5. Provide mass notification to urban and rural populations and provide periodic media updates.
6. Execute a multi-agency/jurisdiction coordinated public information program.
7. Organize and operate a county press briefing area and a JIC, as appropriate.
8. Supplement local municipal incident management public information operations, as necessary, and when resources are available.

C. Recovery

1. Continue public information activities to include updating the public on recovery efforts.
2. Anticipate and plan for arrival of, and coordination with, SCEMD/FEMA, ESF-15 personnel in the EOC, and the Joint Field Office (JFO).
3. Process and disseminate disaster welfare and family reunification information.

V. OPERATIONAL CONSIDERATIONS

A. Facilities & Equipment

1. Coordinate with ITS, EMD Communications, Sheriff Office, and Facilities Maintenance to make sure all necessary facilities and equipment are in place.

VI. LOCAL, STATE, FEDERAL INTERFACE

- A. ESF - 15 is supported in both the State and Federal plans as Public Information at the state level and External Affairs at the Federal Level.

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 16: EMERGENCY TRAFFIC MANAGEMENT

Primary Agency: Dorchester County Sheriff's Office

Support Agencies: Dorchester County Emergency Management Dept (EMD)
Dorchester County Public Works
Summerville Police Department
Harleyville Police Department
Ridgeville Police Department
St. George Police Department
North Charleston Police Department
SC Law Enforcement Division
Department of Probation, Pardon, and Parole Services
SC Department of Transportation
SC Highway Patrol
SC Department Natural Resources
SC National Guard
911

I. MISSION

- A. To provide for coordinated plans, policies, and actions of state and local governments to ensure the safe and orderly evacuation of populations affected by all hazards. To further ensure that once the threat or hazard no longer exists; that prompt and orderly re-entry into the evacuated area is accomplished through county-state coordination.

II. ORGANIZATION

- A. Effective evacuation traffic management will be accomplished by multiple cooperating agencies led by the Dorchester County Sheriff's Office, which has overall responsibility for this emergency support function.

III. CONCEPT OF OPERATIONS

- A. The Dorchester County Sheriff's Office is the County's coordinating agent for all emergency traffic management issues before, during, and after any required evacuation brought on by a major disaster. The Dorchester County Sheriff's Office is responsible for all ESF-16 administrative, management, planning, preparedness, mitigation, response, and recovery activities to include coordinating and maintaining standard operating procedures to support this ESF. All ESF-16

supporting agencies will support the Dorchester County Sheriff's Office in the planning and execution of the above.

- B. Dorchester County EMD will monitor conditions which have the potential to require evacuation of any area(s) of the county and implement changes in operating conditions (OPCONS) as required. Dorchester County EMD will coordinate with and advise the Administrator concerning evacuation decisions and pre-evacuation actions on the behalf of County Council.
- C. Evacuation decisions and timelines will be coordinated in accordance with the County Emergency Operations Center (EOC) Standard Operating Guide (SOG) and any applicable hazard-specific plans.
- D. The Dorchester County Sheriff's Office will develop, maintain, and execute, when required, an evacuation/re-entry traffic management plan designed to permit evacuation of all citizens in affected areas during a prescribed time frame and to facilitate re-entry following the evacuation.
- E. The Dorchester County Sheriff's Office will provide overall leadership of ESF-16 during all EOC activations involving evacuation/re-entry actions. The County Sheriff's Office representative will serve as the primary agency to the County's EMD Director and Administrator concerning all evacuation/re-entry or emergency traffic operations.
- F. The Dorchester County Sheriff's Office will develop and execute measures intended to gather information on traffic flow and highway usage and disseminate the information to the PIO for dissemination to the public (including air surveillance, see ESF-1 Air OPS Unit).

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Develop all evacuation routes for affected areas countywide.
2. Coordinate the designation of all predetermined traffic control points (TCPs) not contained here-in, see SC Hurricane Plan.
3. Develop and coordinate all manpower requirements and support required from state ESF-16 and local law enforcement agencies.

4. Schedule and conduct in coordination with Dorchester County EMD pre-evacuation meetings with all participating agencies as required.
5. Establish procedures to monitor traffic flow.
6. Coordinate the development of a plan for ingress and egress of emergency vehicles during evacuation.
7. Coordinate with ESF-2 in the development an emergency evacuation traffic management communications plan to be used by all during evacuation operations.
8. Coordinate with municipal law enforcement agencies to ensure clear understanding of emergency traffic management responsibilities.
9. Coordinate with state ESF-16 representative on guidelines, based on various scenarios, for execution of interstate reversal options.
10. Participate in state exercises and conduct, at least annually, an ESF-16 tabletop or functional exercise to validate this ESF and supporting SOPs.
11. Support requests and directives resulting from the Governor and/or FEMA concerning mitigation and/or re-development activities.
12. Document matters that may be needed for inclusion in agency or state/federal briefings, situation reports, and actions plans.

B. Response

1. Designate and coordinate operation of pre-assigned manpower and equipment staging areas.
2. Develop and conduct pre-mission operational briefings for participating agencies to include municipal law enforcement agencies.
3. Implement evacuation traffic management plan to include interstate/primary highway reversal, including counter flows, and designate alternate routes where applicable.

4. Report traffic flow information to the County EOC to include out-of- state traffic flows in coordination with SCDOT.
5. Coordinate execution of an emergency traffic management communications plan.
6. Provide traffic information to the Dorchester County Detention Center, which may assist their determination to evacuate prisoner populations in affected areas of a disaster.

C. Recovery

1. Coordinate with local agencies to facilitate expedited re-entry operations returning displaced citizens into unaffected areas of a disaster.
2. Prepare for and assist in the reversal of I-26 (if designated) and primary highways to expedite the re-entry of displaced citizens into affected and unaffected areas of a disaster as directed by the Governor.
3. Manage traffic at critical intersections post impact with priority given to emergency service vehicles, transportation of supplies and equipment, and access to critical facilities.
4. Assist public and private organizations with traffic control during the restoration of infrastructure services.

V. LOCAL, STATE, FEDERAL INTERFACE

- A. ESF-16 does not exist as such in the federal plan per se but does in the State EOP. For the purposes of planning, most of the coordination meetings that take place will occur in support of specific operations such as storm evacuation, and general police operations in the field before, during, and after the incident. As such, pre-deployment meetings between local and state resources will be necessary to determine exactly what can be expected from each group.
- B. For multi-state hurricane threats FEMA, through the regional operation center in Atlanta, will establish an Evacuation Liaison Team (ELT) to coordinate multi-state evacuations simultaneously conducted within FEMA Region IV.

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 17: ANIMAL EMERGENCY RESPONSE

Primary Agency: Dorchester County Animal Control

Support Agencies: Dorchester PAWS
Dorchester School District 2
Clemson Extension, Dorchester County
Trident Veterinary Medical Association (TVMA)
SC Association of Veterinarians
SC Department of Natural Resources (DNR)
SC Department of Agriculture
Clemson Livestock Poultry Health
Dorchester County Emergency Management Department
Dorchester County Public Works
Dorchester County Sheriff's Office
SC Department of Health and Environmental Control
Local Fire-Rescue Departments
Local Police Departments'
Parks and Rec

I. MISSION

- A. The mission of this ESF is to provide agency and public guidance enabling most animal owners to develop and carry out their own individual emergency response plans, under most circumstances, when those plans involve family pets. To develop back-up support service to assist animal owners, as necessary, in protecting and caring for their animals during and after a disaster, including rescue. Further, to assure emergency veterinary medical care to protect the animal industry and the general population public health.

II. ORGANIZATION

- A. The Dorchester County Neighborhood Services Department will serve as the lead agency and is the coordinator for all agencies and activities necessary to support operations under this plan. Dorchester PAWS will be a key supporting agency in this effort. However, primary responsibility lies with Dorchester County officials as is the case with the majority of local ESFs.

III. CONCEPT OF OPERATIONS

- A. Neighborhood Services is responsible for communicating information with local veterinarians and related organizations and to the public thru the EOC, mobile ICP and the PIO's office.
- B. Neighborhood Services will maintain liaison with Dorchester County EMD, other Neighborhood Services agencies, Humane Societies, and other agencies involved in emergency animal care and rescue.
- C. Dorchester County Neighborhood Services will coordinate with Municipalities, adjacent county Neighborhood Services agencies, Humane Societies, and animal rescue groups.
- D. Neighborhood Services will coordinate, as necessary, locations for evacuation and placement of agricultural animals ICW SC Department of Agriculture and Clemson University CART representatives.
- E. Department of Health & Environmental Control (Disease Control) will provide epidemiology, public health veterinarian support, and public health guidance as necessary.
- F. Department of Health & Environmental Control (Waste Management) will provide sanitation and disposal support as necessary for mass animal carcass operations.
- G. The Department of Health and Environmental Control (Environmental Health) will provide vector control, as necessary.
- H. The Department of Natural Resources will provide native wildlife support and limited assistance, if available, to coordinate zoo/exotic situations.
- I. The Department of Agriculture serves as a response point for equine related disaster assistance and may assist with identification and location of housing and other related services for livestock.
- J. Each agency/organization will operate under their mandated federal, state, or organizational regulations and will maintain complete administrative and financial control over their activities.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Develop plans and maintain procedures to implement this plan, including organization of personnel, and outline of duties and responsibilities.
2. Determine which agencies will assist in search and rescue efforts of injured, stray, or abandoned animals.
3. Maintain liaison with Dorchester County EMD and animal support organizations.
4. Develop a sheltering plan to be implemented during a mass evacuation.
5. Develop procedures for identification of lost or abandoned animals and establish a foster/adoption procedure if lost animals cannot be reclaimed by their owners within a reasonable period.
6. Develop and publicize animal preparedness information, including listings of known pet friendly facilities (hotels/motels), livestock housing and transportation availability. Closely coordinate with the DC PIO Section (ESF-15) to ensure the availability of animal response information to the County's Citizen Call Center (CCC) and be included in the appropriate press releases.
7. Assist where possible in the development of procedures for the safe sheltering of essential personnel's (police, fire, EMS, or other emergency workers) pets and animals.
8. Develop, maintain, and update lists of available animal shelters, including veterinarians, private kennels, and private individuals capable and willing to house animals during emergency situations.
9. Develop and maintain lists of medical and non-medical volunteers and agencies that will provide animal care assistance. This list will include information on the type of service and/or resources being offered, number of volunteers, resources available, contact persons with telephone numbers, etc.
10. Coordinate the establishment of one or more animal hospitals with local veterinarians and/or DHEC for emergency medical needs.
11. Comply with National Incident Management System (NIMS) minimal training requirements and maintain familiarization with pertinent Incident

Command System (ICS) components and forms. See www.scemd.org for more info.

12. Participate in drills and exercises and maintain the necessary level of proficiency in the use of Palmetto for tracking actions and requesting support, etc.

B. Response

1. Activate ESF-17 upon request of the EOC Director or as required by an incident and assign a representative to the EOC and/or Incident Command Post (ICP).
2. Coordinate with ESF-9 for the rescue of animals found in distress.
3. Coordinate with ESF-1 for the transportation, as necessary, of animals to an animal care facility.
4. Coordinate animal evacuation issues with ESF-6 and other EOC staff as well as contiguous counties' EOCs with ESF-17 capability.
5. Conduct animal emergency needs assessments and based on that information, determine potential workloads, establish priorities, determine manpower and equipment requirements for each mission assignment.
6. Coordinate requests to State ESF-17 for additional support and services through the Dorchester County EOC.
7. Ensure suspected rabies and other disease cases are reported to the Health Department (DHEC) promptly with as much information as possible.
8. 8. Maintain documentation on appropriate ICS and FEMA forms and in Web-EOC when able, for potential federal reimbursement and legal records management

C. Recovery

1. Continue to coordinate the rescue, transportation, pick up of stray animals, emergency medical needs, and placement of affected animals.

2. Continue to coordinate with Dorchester County EOC ESF-5 regarding long range recovery operations and establish priority of tasks to be accomplished.
3. Collect and maintain data on animal services rendered, including mortality figures, and compile data for a final status report (ICS-209).
4. Coordinate the return to owner or final disposition of unclaimed animals.
5. Coordinate animal sanitation and disposal issues as the situation may require.
6. Provide situation report information to ESF-5, prepare after-action reports, and other reports as required.

V. LOCAL, STATE, FEDERAL INTERFACE

- A. ESF-17 is supported by and will coordinate with State ESF-17 to obtain State assistance as required. Medical and rescue efforts are supported by a variety of national agencies/organizations such as the American Veterinary Medical Association (AVMA), the American Humane Association (AHA), the Humane Society of America (HSUS), and the American Horse Protection Association (AHPA) although a federal ESF-17 does not exist per se.

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 18: Volunteer and Donation Management

Primary Agency: Dorchester County Auditor's Office

Support Agencies: Emergency Management
Dorchester County Administrator's Office
The Salvation Army
American Red Cross
Trident United Way
Seven Baptist Association
Dorchester County Community Organizations Active in Disasters
SC National Guard
SC State Guard
Dorchester County Water & Sewer Department
Dorchester County Elections and Voter Registration
Dorchester County Business Services Department
Dorchester County Human Resources Department
Dorchester County Facilities and Grounds Department
Municipal Police and Fire Departments
Parks
Fleet

I. MISSION

- A. The purpose of ESF-18 is to coordinate volunteer availability and services and to expedite the assignment of volunteers to support county relief efforts following a disaster. This includes working with the EOC Volunteer Unit regarding those 'volunteers' who turn out to be contractors or other vendors expecting pay for their services.

II. ORGANIZATION

- A. The outpouring of donated goods and volunteer services will need to be properly tracked. The distribution of donated goods and volunteer services should be a cooperative effort between all response agencies within Dorchester County, VOADs and the SEOC as well as contiguous county ESF-18 operations. The county and municipalities will work collaboratively, to order, receive and distribute donations in coordination with the Tri-County Donations Warehouse and local VOADs.

III. CONCEPT OF OPERATIONS

- A. The occurrence of a significant disaster within Dorchester County will likely be beyond the capabilities of local government to effectively respond to the needs of its' citizens. Impact on local manpower and resources, as well as an overwhelming public response to help, would necessitate an organized utilization and allocation program of volunteer resources and donated goods.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Agencies supporting ESF-18 will develop and maintain their own individual standard operating procedures (SOPs) not contained herein.
2. Individual agency standard operating procedures should include timelines for volunteer training, participation in exercises, as well as National Incident Management System (NIMS) compliance training and implementation. See www.fema.gov for more information on training and planning requirements.
3. Individual agency standard operating procedures should include procedures for notifying pre-identified volunteers and a means to register volunteers at the time of the event. Emphasis will be placed on acquiring volunteers from organized groups in lieu of walk-in individuals.
4. Individual agency standard operating procedures should include descriptions of the services that the agency can provide as well as a description of the agencies' current capabilities. Coordination with other SC VOAD organizations is paramount to reduce areas of redundancy while other needs are left unattended.
5. Memos of Agreement/Understanding (MOU/MOA), as may be required, between volunteer as well as non-volunteer agencies, shall be the responsibility of the agencies listed under this ESF and others as may be necessary.
6. ESF-18 agencies will familiarize their response personnel with the use of WebEOC for tracking actions, use of Incident Command System (ICS) forms and for requests for assistance and resources. The latter being coordinated with the EMD staff when working out of the EOC.

7. ESF-18 will pre-determine their ability to staff neighborhood distribution and information points (NDIP) and Disaster Recovery Centers (DRCs) located in the County's pre-designated Operational Areas. Not all seven areas will necessarily have PODs and DRCs per se.
8. Develop and maintain a resource list including human and equipment resources that will assist in the management of donated goods and volunteers' services.

B. Response

1. All activities involving the distribution of donated goods and volunteer services will be logged and documented with a continuous flow of information to ESF's 5, 6, 7, 11, 14 and others as may be needed. Palmetto postings will often satisfy this requirement. However, confirmation will be made by radio, in person or by telephone for the most critical issues.
2. A local '800' telephone number will be published as soon as possible following the occurrence of an event. The number will be coordinated with the Finance Section Chief and the Donations Unit and will serve as the central point of contact for incoming donations and volunteer services.
3. ESF-18 coordinators will assess the need for volunteers and will relay this information to ESF-18 coordinators at the state level. The State Warehouse operation will inform the county ESF-18 of its status and immediate capabilities. See SC EOP and Recovery Plan not contained here-in but available thru the EOC and/or online at www.SCEMD.org/plans.
4. In the event of a potential threat, support agencies will be notified via traditional communications methods i.e. fax or telephone. Agencies listed under ESF-18 will be notified on an as needed basis.
5. As soon as practical, activate a section of the Volunteer Reception Center for the registration and credentialing of contractors. The Finance Section Contractor Coordinator will handle this component of the operations.
6. Coordinate with state and local officials e.g. ESF-8 regarding licensing and credentialing of certain volunteers.

C. Recovery

1. Staging areas will be established to facilitate the disbursement of services to impacted areas. These areas, ICW ESF-7, will be used to re-supply Points of Distribution (PODs) established throughout the county at the time of the event.
2. The initiation of demobilization procedures will be initiated as requirements for services diminish in coordination with (ICW) the ESF-5 Demobilization Unit.
3. Agencies aiding under ESF-18 will be required to provide after-action reports, situational reports (SITREPs), or other supporting documentation. Use of the reporting function of Palmetto will facilitate this requirement. Back-up use of standard ICS forms may also be necessary.
4. Evaluate the need for changes to current standard operating procedures (SOP's).
5. 5. Provide the Section Chief all necessary documentation required for FEMA reimbursement where applicable.

V. OPERATIONAL CONSIDERATIONS

A. Communication

1. Not all volunteer and governmental support agencies will be represented at the County EOC during emergency operations. Most agencies will operate from their agency headquarters. However, they will provide networking support throughout the County. This alone will require close coordination and frequent briefings between parties. Local and area support will give ESF-18 insight into the availability of resources as well as an assessment of the public's immediate needs.

VI. LOCAL, STATE, FEDERAL INTERFACE

- A. ESF-18 efforts at the County level should be coordinated through ESF-18 at the State Level. At the state EOC this is managed by the Budget Control Board of the General Services Division. The National Response Plan (NRP) does not have an ESF-18 per se. However, federal involvement at both the County and State level may include cooperation from ESF-6 (Mass Care) and ESF-7 (Procurement) and ESF-11 (Emergency Feeding).

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 19: MILITARY SUPPORT

Primary Agency: SC National Guard (Liaison Officer)

Support Agencies: Joint Base Charleston Emergency Managers
SC Emergency Management Division
SC State Guard
SC Civil Air Patrol
US Coast Guard
US Army Corps of Engineers
Dorchester County Emergency Management Department
Department of Defense

I. MISSION

- A. Coordinate planning necessary to identify the capabilities and limitations of DoD services in advance of the emergency, to affect the effective and efficient utilization of military resources for assistance to civil authorities. Mission tasking will be appropriate for the type of military unit involved and the equipment available.

II. ORGANIZATION

- A. The Military Support Group Supervisor will coordinate with their DoD counterparts in those services sent to assist with the response or recovery process. All agencies will follow their own chain of command.
- B. Requests for assistance will be coordinated with the state and federal coordinating officers appointed at the time of the disaster. The SCO will coordinate with the FCO regarding the missions assigned to the DoD/Defense Coordinating Officer (DCO).

III. CONCEPT OF OPERATIONS

- A. Upon activation of the EOC, EMD will request that SCNG provide a LNO for the Military Support ESF-19 desk. At least two personnel will be required initially to set up overlapping 12-hour shifts. Three personnel will be needed later to maintain 8-hour shift operations. Due to space constraints only one person will be on duty at a time although all 3 LNOs can attend update briefings.
- B. Local military installations are likely to be victims of the event, especially with natural disasters, and may not be able to offer much assistance.

- C. DoD forces from outside the area, who are assigned to help, will need to be tasked on a mission type basis, according to their function or specialty area. This will be coordinated in advance but, no later than, during their In-Brief on arrival at the EOC.
- D. The three phases of operations likely to involve DoD assistance are: Phase I- Relief and Phase II- Recovery. DoD will participate less in Phase III- Reconstitution, as they redeploy back to their home bases. Lastly, support to worldwide missions will severely impact the availability of military help from any DoD service.
- E. The Governor, or his representative, Office of the Adjutant General (OTAG) will authorize SCNG deployment and assistance to civil authority.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Assign LNOs to the County EMD who are available to attend periodic planning meetings, training, and exercises in addition to live missions. Consistency in representation is paramount.
2. Coordinate operational disaster response plans and SOPs, maintained under separate cover, with other uniformed services based out of the Low Country area.
3. Keep EMD and other supporting agencies apprised of changes in the agency's mission, LNO personnel, or emergency contact information.
4. Pre-identify resource/capability gaps (including logistical) which may be easily fulfilled by the local military installations
5. Be familiar with the civilian ICS command and control system and its application to the military command, communications, and control structure.
6. Designate personnel who will stand shift duty at the County EOC as part of the Military Group, under the guidance of the Group Supervisor and the EOC Operations Section Chief and/or EOC Director.

B. Response

1. ESF-19 will be activated by EMD, the SCNG, or as required by the emergency or in the anticipation of an event with a self-dispatch to the EOC when COMMs is lost.
2. As the situation develops, the primary agency will coordinate with the County EMD to determine EOC operational status and the requirement for shift coverage.
3. Provide situation reports (SITREPs) as required by the primary agency, EMD, or the State EOC (SEOC).
4. Maintain individual agency logs, records of actions supporting the missions assigned, as well as that required for reimbursement, when authorized. Utilize Palmetto as able and run summary reports of all activities.
5. Have field units represented by ESF-19 report any damages in the assigned areas of work, not previously noted by damage assessment teams to ESF-5, Needs Assessment Unit and others as may be required.
6. Develop a stand-down plan ICW Planning team in anticipation of concluding Phase II operations, or when requested by the primary agency or Dorchester County EMD/EOC.

C. Recovery

1. Continue assigned missions in support of law enforcement, search and rescue (SAR), damage/needs assessment, debris removal, transportation services, medical support, communications and warehouse operations, and other tasking and ESF support as assigned.
2. Notify the Military Group Supervisor/LNO of any unmet needs, communications requirements, or problems, etc. that needs SCNG or EMD intervention.
3. Coordinate all components of the ESF and adjust SOPs and Incident Action Plans (IAPs) accordingly.

4. Coordinate the standing down phase so that appropriate representation is always maintained in the Group at the EOC until the EOC returns to OPCON-3 and /or civil authorities no longer require SCNG assistance.
5. Recommend changes to the agency SOPs, based on on-going OPS as well as lessons learned.
6. Participate in After-Action Conferences (AACs), Report writing and any 'hot wash' type critiques held, once operations have concluded.

V. LOCAL, STATE, FEDERAL INTERFACE

- A. This emergency support function does exist, in the State and many county EOPs. The services are represented at the state level by the SCNG at the SEOC. Depending on the magnitude of the event and, whether a federal declaration is made, the DCO will work under the FCO out of the designated Disaster Field Office (DFO).

DORCHESTER COUNTY EMERGENCY OPERATIONS PLAN
ESF - 24: BUSINESS & INDUSTRY

Primary Agency: Dorchester County Economic Development

Support Agencies: Greater Summerville Dorchester County Chamber of Commerce
Tri-County Chamber of Commerce
Charleston Regional Development Alliance
South Carolina Department of Commerce
Trident Workforce Investment Board
Dorchester County Emergency Management Department
Local Utilities
BCD Council of Governments

I. MISSION

- A. The mission of this ESF is to assist Dorchester County business and industry in disaster preparedness, response, mitigation, and recovery actions in response to natural, technological threats and human caused impacts.

II. ORGANIZATION

- A. Dorchester County Economic Development will serve as the lead agent and is the coordinator for all agencies and activities necessary to support operations under this plan.

III. CONCEPT OF OPERATIONS

- A. Dorchester County Economic Development is responsible for communicating information with local businesses and industry through the EOC, mobile ICP and the PIO's office.
- B. When notified, Dorchester County Economic Development will coordinate the staffing and management of ESF-24 activities during EOC activations.
- C. For threats with warning, such as hurricanes, a partial or full ESF-24 activation is anticipated at OPGON Level 2. As coordinated by the activated ESF-24 staff, additional on-call staff may be staged to monitor events via Palmetto or other means from their regular office locations.
- D. For disasters without warning, such as earthquakes, ESF-24 may be notified for full activation or will self-dispatch to the EOC as soon as possible.

- E. Dorchester County Economic Development will assist business and industry with developing/executing long-term recovery priorities, plans and strategies.
- F. ESF-24 will monitor and report on business/industry specific response, recovery, and restoration requirements.

IV. RESPONSIBILITIES

A. Preparedness / Mitigation

1. Develop plans and maintain procedures to implement this plan, including organization of personnel, and outline of duties and responsibilities.
2. Determine which agencies will assist in business and industry recovery efforts in addition to those previously listed as support agencies.
3. Analyze critical private sector lifeline facilities (banking, finance, infrastructure, etc.) and facilitate the development of strategies for those facilities.
4. Encourage and assist in the development of response and recovery plans.
5. Develop procedures for monitoring the deployment of insurance adjusters, including coordination with ESF-13 for access in controlled areas.
6. Develop and publicize disaster preparedness information, including input into the county web site as may be available.
7. Develop strategies in coordination with EMD to incorporate business and industry into ESF-24 and other ESFs as may be pertinent.
8. Develop and maintain a list of vendors who can provide disaster recovery services in coordination with ESF-7 and the EOC Logistics Section.
9. Comply with National Incident Management System (NIMS) minimal training requirements and maintain familiarization with pertinent Incident Command System (ICS) components and forms.

10. Participate in drills and exercises as able and maintain the necessary level of proficiency in the use of Palmetto for tracking action and requesting support.

B. Response

1. Activate ESF-24 upon request of the EOC Director or as required by an incident and assign a representative to the EOC and/or Incident Command Post (ICP).
2. Communicate risk and vulnerability to business and industry partners.
3. Assist with the coordination and development of business and industry specific action plans.
4. Assist EOC planners in the development of protection and response priorities for private sector critical lifelines.
5. Provide daily status reports and SITREPs to EOC as required.
6. Coordinate requests to the State ESF-24, lead by the Department of Commerce for additional support and services through the Dorchester County EOC.
7. Provide ESF-24 representation on the Recovery Task Force.
8. Maintain documentation on appropriate ICS and FEMA forms and in Web-EOC when able, for potential federal reimbursement and legal records management.

C. Recovery

1. Receive reports from and analyze private sector damage assessment information to assist Planning Section with developing situational awareness and needs assessment.
2. Monitor the deployment/activities of insurance adjusters as previously described.
3. Assist EOC planners with restoration and recovery priorities and plans for private sector critical lifelines.

4. Assist in the development/execution of business and industry long-term recovery priorities, plans and strategies.
5. Communicate eligibility criteria for Small Business Administration eligible disaster.
6. Monitor and support restoration of facilities.

V. LOCAL, STATE, FEDERAL INTERFACE

- A. ESF - 24 is supported by and will coordinate with the State Business & Industry ESF to obtain State assistance as required. Coordination with other state and federal agencies will be dictated by the level of the emergency.