

SCHUYLER COUNTY



COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

Draft

Revised 2014

Adopted 4/1/2015

Updated 2/4/2016

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Executive Summary

Introduction

This plan results from the recognition on the part of local government and State officials that a comprehensive plan is needed to enhance the County's ability to manage emergency/disaster situations. It was prepared by County officials working as a team in a planning process recommended by the New York State Office of Emergency Management. This plan constitutes an integral part of a statewide emergency management program and contributes to its effectiveness. Authority to undertake this effort is provided by both Article 2-B of State Executive Law and New York State Defense Emergency Act.

The development of this plan included an analysis of potential hazards that could affect the county and an assessment of the capabilities existing in the county to deal with potential hazards.

Comprehensive Approach

Dealing with disasters is an ongoing and complex undertaking. Through implementation of preparedness and mitigation measures before a disaster or emergency occurs, timely and effective response during an actual occurrence, and provision of both short and long term recovery assistance after the occurrence of a disaster, lives can be saved and property damage minimized.

This process is called Comprehensive Emergency Management to emphasize the interrelationship of activities, functions, and expertise necessary to deal with emergencies. The plan contains four sections to deal separately with each part of this ongoing process.

Management Responsibilities

County departments' and agencies' emergency management responsibilities are outlined in this plan. Assignments are made within the framework of the present County capability and existing organizational responsibilities. The Schuylar County Emergency Management Office is designated to coordinate all emergency management activities of the County.

Schuylar County intends to use the National Incident Management System (NIMS) & Incident Command System (ICS) to respond to emergencies. ICS is a management tool for the command, control, and coordination of resources and personnel in an emergency.

County responsibilities are closely related to the responsibility of the local levels of government within the County (towns and villages) to manage all phases of an emergency. The County has the responsibility to assist the local governments in the event that they have fully committed their resources and are still unable to cope with any disaster. Similarly, New York State is obligated to provide assistance to the County after resources have been fully committed and the County is unable to cope with the disaster.

The plan describes in detail the centralized direction of requests for assistance and the understanding that the governmental jurisdiction most affected by an emergency is required to fully involve itself in the emergency prior to requesting assistance.

Specific emergency management guidance for situations requiring special knowledge, technical expertise, and resources may be addressed in separate annexes attached to the plan. Examples of this type of situation are emergencies resulting from hazardous chemical releases, dam failures, or power outages.

Conclusion

The plan provides a general, all-hazards management guidance, using existing organizations, to allow the County to meet its responsibilities before, during and after an emergency.

Due to circumstances and complexity of a developing emergency/disaster situations, it may require deviation from the plan to meet the overall objective of the plan.

Section I: General Considerations and Planning Guidelines

A. Policy Regarding Comprehensive Emergency Management

1. A wide variety of emergencies, caused by nature or technology, result in loss of life, property and income, disrupt the normal functions of government, communities and families, and cause human suffering.
2. County government must provide leadership and direction to prevent, mitigate, respond to, and recover from dangers and problems arising from emergencies in Schuyler County.
3. Under authority of Section 23 of the New York State Executive Law, a county is authorized to develop a comprehensive emergency management plan (CEMP) to prevent, mitigate, respond to and recover from emergencies and disasters. To meet this responsibility, Schuyler County has developed this CEMP, which may also be referenced to as Plan in this document.
4. This concept of Comprehensive Emergency Management includes four phases:
 - a) Preparedness
 - b) Response
 - c) Recovery
 - d) Mitigation
5. Preparedness:
 - a) Preparedness refers to a continuous cycle of planning, organizing, training, equipping, exercising and evaluating, and taking correction action in an effort to ensure effective coordination during incident response.
6. Response
 - a) Response operations may start before the emergency materializes, for example, on receipt of advisories that a flood, blizzard, or ice storm is approaching. This increased readiness response phase may include such pre-impact operations as:
 - i) Detecting, monitoring, and assessment of the hazard
 - ii) Alerting and warning of endangered populations
 - iii) Protective actions for the public
 - iv) Allocating/distributing of equipment/resources
 - b) Most response activities follow the immediate impact of an emergency. Generally, they are designed to minimize casualties and protect property to the extent possible through emergency assistance. They seek to reduce the probability of secondary damage and speed recovery operations.
 - c) Response operations in the affected area are the responsibility of and controlled by the local municipalities, supported by the county emergency operations as appropriate.
 - d) If a municipality is unable to adequately respond, County response operations may be asked to assume a leadership role.

7. Recovery

- a) Recovery activities are those following a disaster to restore the community to its pre-emergency state, to correct adverse conditions that may have led to the damage, and to protect and improve the quality of life in the community. It includes risk reduction actions to prevent or mitigate a recurrence of the emergency.

8. Mitigation

- a) Mitigation refers to all activities which aim to reduce the loss of life and property from disasters by avoiding or lessening the impact of a disaster and providing value to the public by creating safer communities.

B. Purpose and Objectives of the Plan

1. This Plan sets forth the basic guidance for managing emergencies in Schuyler County:
2. The objectives of the Plan are:
 - a) To identify, assess and prioritize local and regional vulnerabilities to emergencies or disasters and the resources available to prevent or mitigate, respond to, and recover from them.
 - b) To outline short, medium and long range measures to improve the County's capability to manage hazards.
 - c) To provide that County and local governments will take appropriate actions to prevent or mitigate effects of hazards and be prepared to respond to and recover from them when an emergency or disaster occurs.
 - d) To provide for the efficient utilization of all available resources during an emergency.
 - e) To provide for the utilization and coordination of local government, State and Federal programs to assist disaster victims, and to prioritize the response to the needs of the elderly, disabled, low income, and other groups which may be inordinately affected.
 - f) Provide for the utilization and coordination of State and Federal programs for recovery from a disaster with attention to the development of mitigative programs.

C. Legal Authority

This Plan, in whole or in part, may rely upon the following laws for the power necessary for its development and implementation.

1. New York State Executive Law, Article 2-B
2. New York State Defense Emergency Act, as amended
3. Federal Robert T. Stafford Disaster Relief and Emergency Assistance Act

D. Concept of Operations

1. The primary responsibility for responding to emergencies rests with the local governments of towns and villages and with their Chief Elected Official.
2. Local governments and the emergency service organizations play an essential role as the first line of defense.
3. Responding to a disaster, local jurisdictions are required to utilize their own facilities, equipment, supplies, personnel and resources first.

4. The local Chief Elected Official has the authority to direct and coordinate disaster operations and may delegate this authority to a local coordinator.
5. When local resources are inadequate, the Chief Elected Official of a town or village may obtain assistance from other political subdivisions and the County government.
6. The Legislature Chairman may coordinate responses for requests for assistance from the local governments.
7. The Legislature Chairman has the authority to direct and coordinate County disaster operations.
8. The Legislature Chairman may obtain assistance from other counties or the State when the emergency disaster is beyond the resources of Schuyler County.
9. The County Legislature has assigned to the Emergency Management Office the responsibility to coordinate County emergency management activities.
10. Schuyler County will utilize the National Incident Management System (NIMS), Incident Command System (ICS) to manage all emergencies requiring multi-agency response. Schuyler County recommends and encourages all local governments in Schuyler County to utilize ICS.
11. A request for assistance to the State will be submitted through the Region V Finger Lakes Office of the New York State Office of Emergency Management (SOEM) located in Rochester, New York, and presupposes the utilization and expenditure of personnel and resources at the local level.
12. State assistance is supplemental to local emergency efforts.
13. Direction and control of State risk reduction, response and recovery actions is exercised by New York State Disaster Preparedness Commission (DPC), coordinated by the SOEM.
14. Upon the occurrence of an emergency or disaster clearly beyond the management capability and emergency resources of State and local governments, the Governor may find that Federal assistance is required and may request assistance from the President by requesting a declaration of a major disaster or emergency.

E. Plan Maintenance and Updating

1. The County Emergency Management Office shall be responsible for maintaining and updating this Plan.
2. All County departments and agencies are responsible for annual review of their emergency response role and procedures, and provide any changes to the Emergency Manager.
3. The Plan shall be reviewed and updated annually. Major changes to the plan shall be submitted to the New York State Office of Emergency Management for review as necessary.

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Section II: Preparedness

A. Identification and Analysis of Potential Hazards

1. The County Emergency Planning Committee shall be comprised of:

Schuyler County Emergency Manager	EMS Coordinator
County Hazard Mitigation Coordinator	Schuyler County Sheriff
Schuyler County Fire Coordinator	Schuyler County Highway Superintendent
Schuyler County Public Health	911 Coordinator
Schuyler County Administrator	

2. The County Emergency Planning Committee will:

- a) Should be trained in NIMS/ICS to a recommended minimum level per their position
- b) identify potential hazards in the County
- c) determine the probable impact each of those hazards could have on people and property
- d) delineate the geographic areas affected by potential hazards, and designate them as hazard areas

3. Significant potential hazards to be identified and analyzed include natural, technological, and human-caused hazards.

4. To comply with (2) and (3) above, hazards that pose a potential threat have been identified and analyzed by the Local Emergency Planning Committee using the program HAZNY, provided by the SOEM.

5. This hazard analysis:

- a) provides a basic method for analyzing and ranking the identified hazards, including identification of geographic areas and populations at risk to specific hazards
- b) establishes priorities for planning for those hazards receiving a high ranking of significance
- c) was conducted in accordance with guidance from the SOEM
- d) is to be reviewed and updated every three years

6. The rating and ranking results of the hazard analysis are found in Attachment I: Hazard Analysis Results for Schuyler County.

7. The complete Hazard Analysis results are located in the Schuyler County Emergency Management Office.

B. Risk Reduction Policies, Programs and Reports

1. County agencies are authorized to:

- a) promote policies, programs and activities to prepare for hazard risks in their area of responsibility
- b) Examples of the above are:

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- i) Work with Public Health to assist in plans for Isolation & Quarantine and for Pandemic Flu outbreak.
- ii) encourage and participate in municipal emergency action plans

C. Emergency Response Capability Assessment

1. Periodic assessment of the County's capability to manage the emergencies that could be caused by the hazards identified in the County is a critical part of Risk Reduction.
2. The Emergency Planning Committee will:
 - a) assess the county's current capability for dealing with those significant hazards that have been identified and analyzed, including but not limited to:
 - i) the likely time of onset of the hazard
 - ii) the impacted communities' preparedness levels
 - iii) the existence of effective warning systems
 - iv) the communities' means to respond to anticipated casualties and damage
3. To assist the Emergency Planning Committee in its assessment, the County Emergency Manager will conduct table-top exercises based upon specific hazards and hazard areas identified by the Committee.
4. The Committee will identify emergency response shortfalls and make recommendations for implementing corrective actions to the County Emergency Manager, County Chairman, local governments, and the SOEM Region V Office.

D. Training of Emergency Personnel

1. The Schuyler County Emergency Manager, has the responsibility to:
 - a) arrange and provide, with the assistance of the SOEM, the conduct of training programs for County emergency response personnel, as designated by the County Emergency Manager
 - b) encourage and support training for town and village emergency personnel response personnel, including volunteers
 - c) such training programs will:
 - i) include information on the characteristics of hazards and their consequences and the implementation of emergency response actions including protective measures, notification procedures, and available resources
 - ii) include NIMS. and ICS training, focusing on individual roles
 - iii) conduct meetings as needed, but no less than yearly, with appropriate personnel from local jurisdictions concerning disaster interface with county government, including NIMS & ICS for Executives training.
 - iv) provide emergency personnel with the variety of skills necessary to help reduce or eliminate hazards and increase their effectiveness to respond to and recover from emergencies of all types
 - v) be provided in crisis situations, that requires additional specialized training and refresher training
 - d) conduct periodic exercises and drills to evaluate local capabilities and preparedness, including a full scale operational exercise that tests a major portion of the elements and responsibilities in

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the Schuyler County Comprehensive Emergency Management Plan, and regular drills to test readiness of warning and communication equipment

- e) consult with the county departments and agencies, in developing training courses and exercises
 - f) work with the local response community and education agencies to identify or develop, and implement, training programs specific to mitigation, response, and recovery from the identified hazards
 - g) receive technical guidance on latest techniques from State and Federal sources as appropriate and request assistance as needed
2. All county departments and agencies assigned emergency functions are responsible to develop an in-house training capability in order that departments and agencies further train their employees in their duties and procedures.
 3. Volunteers participating in emergency services such as fire and rescue operations, ambulance services, first aid and other emergency medical services, Red Cross, Radio Amateur Civil Emergency Service(RACES), Civil Air Patrol (CAP), should be trained by these services in accordance with established procedures and standards.

E. Public Education and Awareness

1. The Director of Emergency Management Office is responsible for:
 - a) Encouraging, supporting and coordinating educational outreach to Schuyler County residents
 - b) making the public aware of existing hazards in their communities
 - c) familiarizing the public with the kind of protective measures the county has developed to respond to any emergency arising from the hazard
2. This education shall:
 - a) shall attempt to cover all significant hazards
 - b) be available free of charge
 - c) may be provided to existing school districts in the county through arrangements with the superintendent of schools, public health and emergency management officials.
3. Federal Emergency Management Agency (FEMA) pamphlets, books and kits dealing with all aspects of emergency management and materials developed by SOEM and other State departments, as appropriate, will be made available for use in the program.

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Attachment I: Hazard Analysis Results for Schuyler County

HAZNY tool provided by the NYS SOEM Office.

Hazard	Rating	Classification
Ice Storm	299	Moderately High Hazard
Winter Storm (Severe)	244	Moderately High Hazard
Extreme Temps	219	Moderately Low Hazard
Severe Storm	218	Moderately Low Hazard
Epidemic	212	Moderately Low Hazard
Power Failure	210	Moderately Low Hazard
Flood	202	Moderately Low Hazard
Terrorism	188	Moderately Low Hazard
Transportation Accident	188	Moderately Low Hazard
HAZMAT (In Transit)	166	Moderately Low Hazard
HAZMAT (Fixed site)	130	Low Hazard
Fire	128	Low Hazard
Civil Unrest	114	Low Hazard

The results of this Hazard Analysis were compiled by a Special LEPC meeting on June 19, 2014.

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Section III: Response

Response Organization and Assignment of Responsibilities

A. Chairman of Legislature Responsibilities, Powers, and Succession

1. The Legislature Chairman is ultimately responsible for County emergency response activities and:
 - a) may assume personal oversight of the County emergency response organization if the scope and magnitude of the emergency indicates the necessity of personal management and direction of the response and recovery operations,
 - b) controls the use of all County owned resources and facilities for disaster response,
 - c) may declare a local state of emergency in consultation with the County Administrator, County Emergency Manager and the County Attorney, and may promulgate emergency orders and waive local laws, ordinances, and regulations (see Annex 3),
 - d) may request assistance from other counties and the State when it appears that the incident will escalate beyond the capability of County resources,
 - e) may provide assistance to others at the request of other local governments both within and outside Schuyler County.
2. In the event of the unavailability of the County Chairman, the following line of command and succession has been established by County Law No. 1 of the Year 1972 to ensure continuity of government and the direction of emergency operations:
3. In the event that any other elected or appointed official, other than the County Legislators, is unable to discharge his or her duties or is absent from the County,
 - a) The duly appointed deputies shall act in their stead.
 - b) In the event that a deputy has not been appointed, the Legislature Chairman may appoint a temporary deputy to discharge such duties for the duration of the emergency or until the Legislature Chairman relieves them of their appointments.

B. The Role of the Emergency Manager

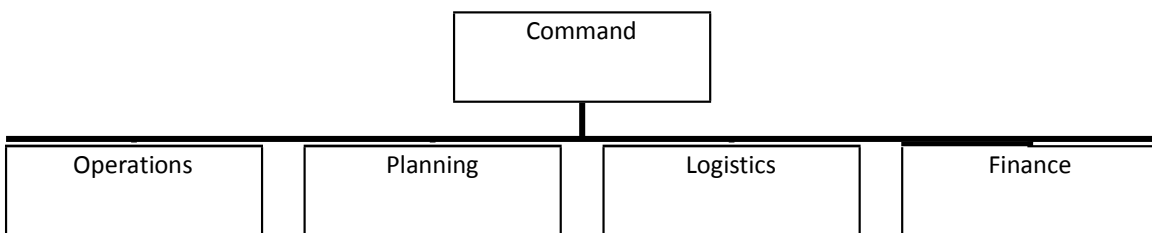
1. The Emergency Manager coordinates County emergency response activities for the Legislature Chairman, and recommends to the Legislature Chairman to declare a local state of emergency based on the severity of the situation and the necessity to use additional executive power to respond effectively to the emergency.
2. The Emergency Manager:
 - a) activates the County's response organization and initiates County response activities
 - b) notifies and briefs County departments, agencies and other organizations involved in an emergency response
 - c) maintains and manages an emergency operations center (EOC)

- d) facilitates coordination between the County and:
 - i) the Incident Commander
 - ii) towns and villages in the County
 - iii) local governments outside the County
 - iv) the State of New York
 - v) private emergency support organizations

C. The County Emergency Response Organization

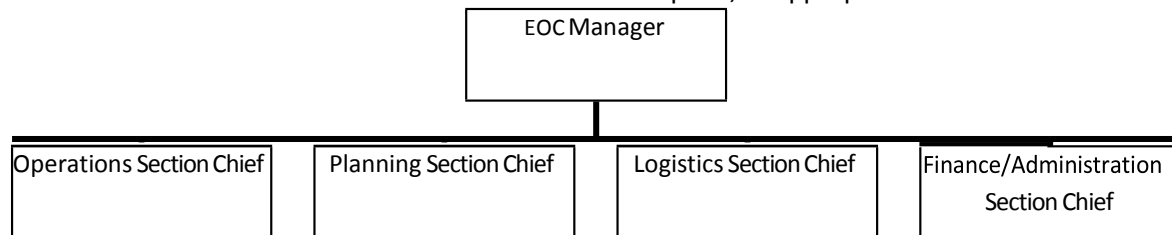
1. The ICS

- a) Schuyler County endorses the use of ICS, as developed by the NIMS, and formally adopted by the State of New York, for emergencies requiring multi-agency response. ICS allows flexibility in its implementation so that its structure can be tailored to the specific situation at hand. ICS should be initiated by the emergency forces first responding to an incident. See Annex 1, NIMS Incident Command System Position Description.
- b) ICS is organized by functions. There are five:
 - i) Command
 - ii) Operations
 - iii) Planning
 - iv) Logistics
 - v) Finance
- c) Under ICS, an Incident Commander (IC) has the overall responsibility for the effective on-scene management of the incident, and must ensure that an adequate organization is in place to carry out all emergency functions. The IC directs emergency operations from an Incident Command Post, the only command post at the emergency scene.
- d) In minor incidents, the five ICS functions may all be managed directly by the IC. Larger incidents usually require that one or more of the functions be set up as separate sections under the IC.
- e) Within the Command function, the ICS has additional responsibilities for safety, Public Information, and Liaison. These activities can be assigned to staff under the IC.
- f) An on-scene ICS with all five functions organized as sections is depicted as:



- g) During an emergency, County response personnel must be cognizant of the ICS in place and their role in it. Some County personnel may be responders to the scene and part of the on-scene ICS structure in a functional or staff role. Other County personnel may be assigned to the County EOC or other locations where they will provide support to the responders at the scene. All County response personnel not assigned to the on-scene ICS will be coordinated by or through the County Emergency Manager.

- h) The IC is usually selected due to his or her position as the highest ranking responding officer at the scene. The IC must be fully qualified to manage the incident. As an incident grows in size or becomes more complex, a more highly qualified IC may be assigned by the responsible jurisdiction. Thus, a County official could be designated as the IC.
- i) A major emergency encompassing a large geographic area may have more than one emergency scene. In this situation, separate ICs may set up command at multiple locations. In this case, an Area Command may be established. The Area Command is structured similar to a normal ICS with one exception; the IC is called the Incident Manager to whom all ICs report. A County official could be designated as an Incident Manager and numerous County response personnel assigned to the Area ICS.
- j) County response personnel operating at the EOC will be organized by ICS function, as depicted below and interface with their on-scene counterparts, as appropriate.



- k) Whenever the ICS is established, County response forces should be assigned to specific ICS functions wherever they are needed, including at the scene, at the EOC in a support role, or at an Area Command, if established. See Table 1 for sample ICS functional assignments by agency. Assignments may change as situation dictates or as directed by the EOC Manager.

2. Agency Responsibilities

- a) The Legislature Chairman shall exercise ultimate responsibility and oversight for emergency response, and shall delegate ICS responsibilities as described in Table 1, or as special circumstance warrants.

Managing Emergency Response

A. Incident Command Post and Emergency Operations Center

- 1. On-scene emergency response operations will be directed and controlled by the IC or Unified Command from an ICP located at or near the emergency site. This will be the only CP at the emergency scene. All other facilities at the scene used by agencies for decision-making should not be identified as a command post.

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TABLE 1 - ICS Function and Response Activities by Agency

AGENCY	ICS FUNCTION	RESPONSE ACTIVITIES
Legislature Chairman	Command (Agency Administrator) Public Information	Ultimate situation responsibility Declaration of State of Emergency; Promulgation of Emergency Orders; Emergency Public Information
Emergency Management	Command, Liaison (EOC Manager)	Activation and Coordination of the EOC, EOC Management, Liaison and Coordination with governments and organizations
Sheriff's Department	Operations	Communications, Warning, Law Enforcement
Public Health Dept.	Safety	Medical Care and Treatment; Disease and Pest Control; Emergency Worker Protection
Public Works Department	Operations	Debris Removal and Disposal; Damage Assessment; Sewage Control
Office of Fire Coordinator	Operations	Fire Suppression and Control; Search and Rescue; HAZMAT Exposure Control
Social Services	Operations	Human Needs Assessment
Office for Aging	Operations	Human Needs Assessment
Planning	Planning	Situation Assessment and Documentation Advance Planning
Mental Health	Operations	Crisis Counseling
Coroner	Operations	Identification and Disposition of dead
American Red Cross	Operations	Temporary Housing and Shelter; Emergency Feeding and Clothing
County Clerk	Logistics	Supply and Procurement; Information Systems
Personnel Officer	Logistics/Planning	Human Resources
County Treasurer	Finance/Administration	Accounting; Record-Keeping
Purchasing Director	Finance/Administration	Purchasing; Accounting; Record-Keeping

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2. The County EOC will be used to support ICP activities and to coordinate County resources and assistance. The EOC can also be used as an Area Command Post when Area Command is instituted.
3. A CP will be selected by the IC based upon the logistical needs of the situation and located at a safe distance from the emergency site.
4. If a suitable building or structure cannot be identified and secured for use as an ICP, the County Emergency Services Command trailer may be used.
5. The County EOC is located at the County Public Safety Building, 106 Tenth Street, Basement Level, Watkins Glen, New York 14891.
6. If a disaster situation renders the EOC inoperable, an auxiliary EOC may be established at the County Sheriff's Department Building at Watkins Glen International, located at 2790 County Route 16, Watkins Glen, New York or at another location designated at the time.
7. The EOC can provide for the centralized coordination of County and private agencies' activities from a secure and functional location.
8. County agencies and other organizations represented at the EOC will be organized according to ICS function under the direction of the Emergency Management Coordinator.
9. Though organized by ICS function, each agencies' senior representative at the EOC will be responsible for directing or coordinating his or her agency's personnel and resources. Where the agency is also represented at the scene in an ICS structure, the EOC representative will coordinate the application of resources with the agency's representative at the scene.
10. The Emergency Manager is responsible for managing the EOC or auxiliary EOC during emergencies.
11. If required, the EOC will be staffed to operate continuously on an as needed basis. Designation of shifts will be established as conditions warrant by the Emergency Manager.
12. Each agency will routinely identify its personnel assigned to the EOC. This identification is to be provided to the Emergency Manager and updated, as changes occur.
13. Work areas will be assigned to each agency represented at the EOC.
14. Internal Security at the EOC during an emergency will be provided by the County Sheriff's Department:
 - a) all persons entering the EOC will be required to check in at the security desk located at the main entrance
 - b) all emergency personnel will be issued a pass (permanent or temporary) to be worn at all times while in the EOC
 - c) temporary passes will be returned to the security desk when departing from the premises
15. EOC space should be maintained in an emergency-operating mode by the Emergency Manager at all times. During non-emergency periods, the EOC can be used for meetings, training and conferences.
16. The ICS Planning function is responsible for emergency situation reporting at the EOC and has established procedures and forms to be used.
17. The Emergency Manager maintains a Standard Operating Guide (SOG) for activating, staffing and managing the EOC. This SOG can be found as Annex 2 to this section of the plan.

B. Notification and Activation

1. Upon initial notification of an emergency to the County 9-1-1 Communications Center (CC), the CC will immediately alert the Emergency Management Office and appropriate County official(s). This initial notification sets into motion the activation of County emergency response personnel.
2. Each emergency in Schuyler County should be classified into one of three Response Levels, according to the scope and magnitude of the situation:

DAY-TO-DAY OPERATIONS

Controlled emergency situation without serious threat to life, health, or property, which requires no assistance beyond initial first responders.

ELEVATED THREAT LEVEL

Limited emergency situation with some threat to life, health, or property, but confined to limited area, usually within one municipality or involving small population.

IMMINENT THREAT LEVEL

Full emergency situation with major threat to life, health, or property, involving large population and/or multiple municipalities.

3. Emergency response personnel will be activated according to the Response Level classification:
 - a) For Day to Day Operations, only the staff of the Emergency Management Office are notified and activated as appropriate.
 - b) For Elevated Threat Level, level one staff is activated and augmented by select members of the county response organization as determined by the Emergency manager.
 - c) For Imminent Level, full EOC staffing is achieved as soon as possible. Except for first responders to the scene, assignment of County response personnel to other locations including the emergency scene will be made through the EOC.

C. Assessment and Evaluation

1. As a result of information provided by the EOC Section Chiefs, the Command Staff will, as appropriate, in coordination with the on-scene Incident Commander:
 - a) develop priorities by evaluating the safety, health, economic, environmental, social, humanitarian, legal and political implications of a disaster or threat;
 - b) analyze the best available data and information on the emergency;
 - c) explore alternative actions and consequences;
 - d) select and direct specific response actions.

D. Declaration of Local State of Emergency and Promulgation of Local Emergency Orders

1. In response to an emergency, or its likelihood, upon a finding that public safety is imperiled, the Legislature Chairman may proclaim a Local State of Emergency pursuant to section 24 of the State Executive Law.
2. Such a proclamation authorizes the Legislature Chairman to deal with the emergency situation with the full executive and legislative powers of county government.
3. This power is realized only through the promulgation of local emergency orders. For example, emergency orders can be issued for actions such as:
 - a) establishing curfews
 - b) restrictions on travel
 - c) evacuation of facilities and areas
 - d) closing of places of amusement or assembly
4. Annex 3: *Instructions for Declaring a State of Emergency and Issuing Emergency Orders* describes the requirements for proclaiming a Local State of Emergency and promulgating Local Emergency Orders.
5. Chief Elected officials of towns and villages in Schuyler County have the same authority to proclaim local states of emergency and issue local emergency orders within their jurisdiction.
6. Whenever a Local State of Emergency is declared in Schuyler County or local emergency orders issued, such action will be coordinated, beforehand, with the affected municipality.
7. Emergency responders have implicit authority and powers to take reasonable immediate action to protect lives and property absent an emergency declaration or emergency orders.

E. Public Warning and Emergency Information

1. In order to implement public protective actions there should be a timely, reliable and effective method to warn and inform the public.
2. Activation and implementation of public warning is an Operations section responsibility.
3. Information and warnings to the public that a threatening condition is imminent or exists can be accomplished through the use of the following resources. (Though public warning may, in many cases, be implemented solely by on-scene personnel, the use of the systems in (a), (b), and (c) below require strict coordination with the County EOC.)
 - a) Emergency Alert System (EAS) - formerly known as Emergency Broadcast System (EBS), involves the use of the broadcast media including television, radio, and cable TV, to issue emergency warnings. Can be activated by means of a telephone or encoder by select County officials including the Emergency Manager. (See Annex 4: Schuyler County Emergency Alert System (EAS).
 - b) Emergency service vehicles with siren and public address capabilities - Many police and fire vehicles in the County are equipped with siren and public address capabilities. These vehicles may be available, in part, during an emergency for "route alerting" of the public. This capability exists County-wide but should not be relied upon for public warning.
 - c) NY-Alert, is the New York State All-Hazard Alert and Notification web-based system that is utilized by the state and locally to provide emergency information.
 - d) Door-to-door public warning may be conducted in some situations by the individual alerting of each residence/business in a particular area. This can be undertaken by any designated group

such police, fire police, and firefighters, visiting each dwelling in the affected area and relating the emergency information to the building occupants. To achieve maximum effectiveness, the individual delivering the warning message should be in official uniform.

- e) Ping4 Alerts is an App based alerting system that County officials can use to push out alerts to a geographic area.
 - f) Social media can also be affective in delivering warnings and messages.
4. County officials will advocate, as part of their normal dealing with special institutions such as schools, hospitals, nursing homes, major industries and places of public assembly, that they obtain and use tone-activated receivers/monitors with the capability to receive NOAA Weather Radio (NWR) with SAME reception.
 5. Efforts may be made for providing warning information to the hearing impaired, non-English speaking population groups, and the Amish community.
 6. The Command Staff position of Public Information Officer, if established, or its function, may in coordination with on-scene IC:
 - a) establish and manage a Joint Information Center (JIC) from where to respond to inquiries from the news media and coordinate all official announcements and media briefings
 - b) authenticate all sources of information being received and verify accuracy
 - c) provide essential information and instructions including the appropriate protective actions to be taken by the public, to the broadcast media and press
 - d) coordinate the release of all information with the key departments and agencies involved both at the EOC and on-scene
 - e) check and control the spreading of rumors
 - f) arrange and approve interviews with the news media and press by emergency personnel involved in the response operation
 - g) arrange any media tours of emergency sites
 7. The JNC may be established at the EOC or at any location where information flow can be maintained, without interfering with emergency operations.

F. Emergency Medical and Public Health

1. A high impact disaster can cause injury and death to large numbers of people. In addition, damage to and destruction of homes, special facilities, and vital utilities may place the public at substantial risk of food and water contamination, communicable diseases, and exposure to extreme temperatures.
2. There may be established within the Operations section an Emergency Medical/Public Health Group to ensure that health and medical problems are being addressed. This Group will be lead by the County Health Department and include representatives from the STREMS EMS Council.

G. Meeting Human Needs

1. The Planning and Operations functions are responsible for ascertaining what human needs have been particularly affected by an emergency and responding to those unmet needs with the available resources of County and local government and with the assistance of volunteer agencies and the private sector.
2. There may be established within the Operations section a Human Needs Branch to perform the tasks associated with (1) above.

3. Schuyler County along with representatives from the Regional Volunteer Center of the Southern Tier, and VOAD whose purpose is to assist in the coordination of the delivery of human services in Schuyler County, and to advise the Legislature Chairman on human needs issues.
4. Whenever a Human Needs Branch is not established by the Operations section, the Operations Section will confer with the Emergency Manager.

H. Restoring Public Services

1. The Operations and Planning sections are responsible for ascertaining the emergency's effect on the infrastructure and the resultant impact on public services including transportation, electric power, fuel distribution, public water, telephone, and sewage treatment and ensuring that restoration of services is accomplished without undue delay.
2. There may be established within the Operations section a Public Infrastructure Group to perform the tasks associated with (1) above.
3. By written agreement, in the event of a major power outage, New York State Gas and Electric will assign a representative to the EOC to facilitate communications and information flow between the utility and the Operations section.
4. The Operations section may assign a representative to other utility operations centers as appropriate with the consent of the utility.
5. During response operations relating to debris clearance and disposal, Schuyler County should act in cognizance of and in cooperation with the State Highway Emergency Task Force.

I. Resource Management

1. The Planning function is responsible for the identification and allocation of additional resources needed to respond to the emergency situation.
2. Resources owned by the municipality in which the emergency exists should be used first in responding to the emergency.
3. All County-owned resources are under the control of the Legislature Chairman during an emergency and can be utilized as necessary.
4. Resources owned by other municipalities in and outside of Schuyler County can be utilized upon agreement between the requesting and offering government.
5. Resources owned privately cannot be commandeered or confiscated by government during an emergency. However, purchases and leases of privately owned resources can be expedited during a declared emergency. In addition, it is not uncommon for the private sector to donate certain resources in an emergency.

J. Standard Operating Guides and other supporting plans

1. Each County agency assigned responsibility under this Response portion of the plan may have its own SOGs. These SOGs address activation of personnel, shift assignments at the EOC, assignment to the field including the ICP (if applicable), coordination with other agencies, drills, exercises, and ICS training.
2. Each agency SOG is to be updated at least annually and reviewed at a joint agency planning meeting scheduled by the director of Emergency Management. Copies of each agencies SOG are to be retained by the County Emergency Management Office.
3. The following is a list of functional and hazard specific annexes that support this plan, and are file in the County Emergency Management Office:
 - a) Schuyler County Fire Mutual Aid Plan
 - b) Schuyler County EMS Mutual Aid Plan
 - c) Red Cross Sheltering Plan

The following documents support this portion of the plan and are appended to it:

Annex 1- NIMS Incident Command System Position Descriptions

Annex 2 - Standard Operating Guide for the Schuyler County Emergency Operations Center (EOC)

Annex 3 - Instructions for Declaring a State of Emergency and Issuing Emergency Orders

Annex 4 – Schuyler County Emergency Alert System (EAS)

Annex 5 – TBD

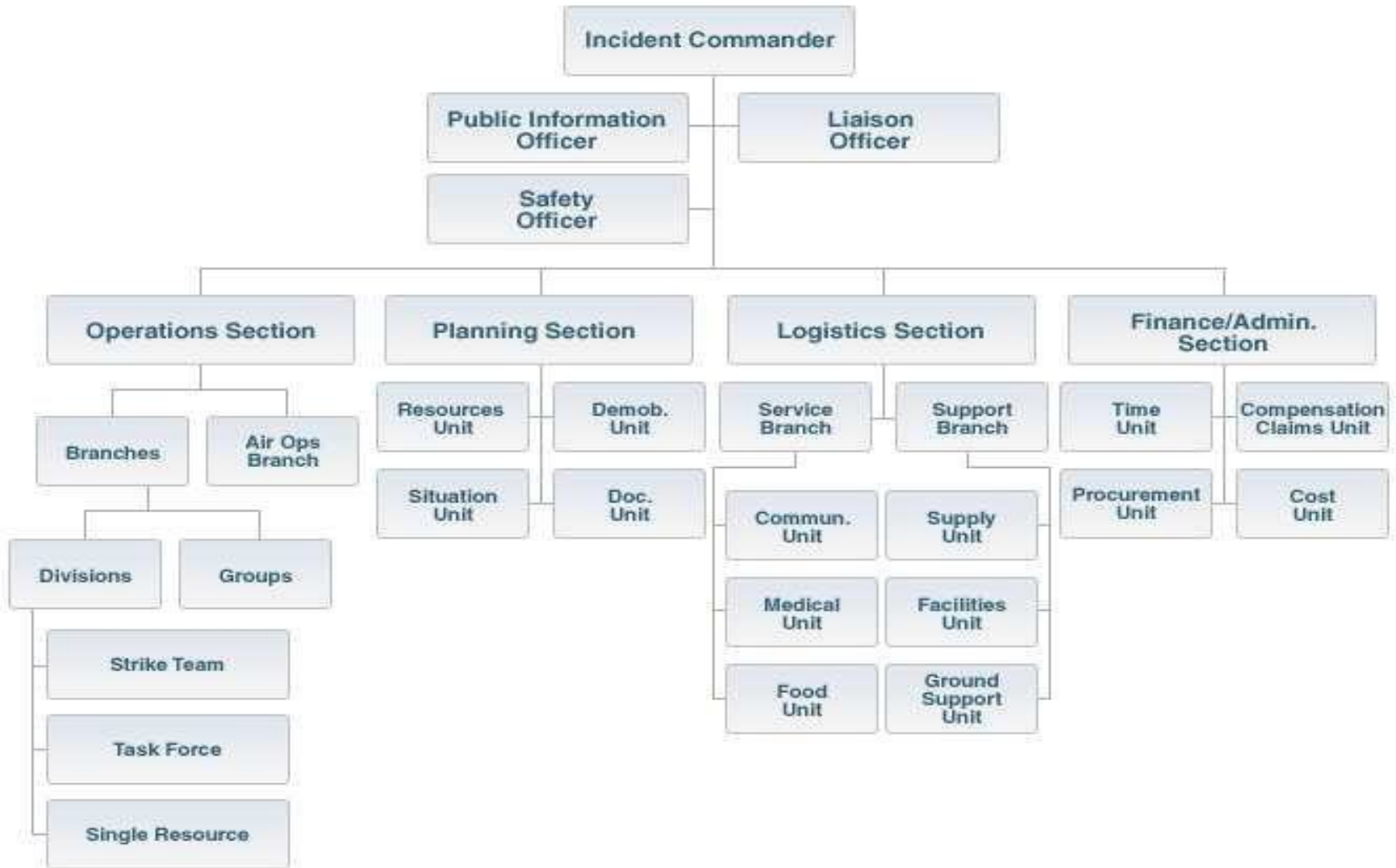
Annex 6 – Schuyler County Mass Casualty Incident Plan

Annex 7 – Schuyler County Mass Fatality Plan

Annex 8 – Schuyler County Hazardous Materials Incident Response Plan

Annex 9 – Animal Emergency Response Plan

SCHUYLER COUNTY INCIDENT COMMAND SYSTEM ORGANIZATIONAL CHART



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Section IV- Recovery

A. Damage Assessment

1. All local governments (towns and villages) in Schuyler County should participate in damage assessment activities.
2. The County Emergency Manager is responsible for:
 - a) Developing, with local governments, a damage assessment program.
 - b) Designating a Damage Assessment Officer for each emergency.
 - c) Coordinating damage assessment activities in the County during and following an emergency.
 - d) The County Emergency Manager will advise the Chief Elected Official of affected towns, and villages to maintain similar detailed records of emergency expenditures, and supply them with standard documentation forms.
3. All County departments and agencies, as well as local municipalities in the county, should cooperate fully with the County Emergency Manager in damage assessment activities including:
 - a) Pre-emergency:
 - i) identifying county agencies, personnel, and resources to assist and support damage assessment activities
 - ii) identifying non-government groups such as non-profit organizations, trade organizations and professional people that could provide damage assessment assistance
 - iii) fostering agreements between local government and the private sector for technical support
 - iv) utilizing geographic information systems (GIS) in damage assessment
 - v) participate in training
 - b) Emergency:
 - i) obtaining and maintaining documents, maps, photos and video tapes of damage
 - ii) reviewing procedures and forms for reporting damage to higher levels of government
 - iii) determining if State assistance is required in the damage assessment process
 - c) Post-emergency:
 - i) advise county departments and local municipalities of assessment requirements
 - ii) selecting personnel to participate in damage assessment survey teams
 - iii) May provide training of selected personnel in damage assessment survey techniques
 - iv) identifying and prioritizing areas to survey damage
 - v) assigning survey teams to selected areas
 - vi) completing damage assessment survey reports and maintaining records of the reports

Schuyler County Comprehensive Emergency Management

4. It is essential that, from the outset of emergency response actions, county response personnel keep detailed records of expenditures for:
 - a) labor used
 - b) use of owned equipment
 - c) use of borrowed or rented equipment
 - d) use of materials from existing stock
 - e) contracted services for emergency response
 - f) submitting damage assessment reports to the State Emergency Management Office
5. Damage assessment will be conducted by county and local government employees, such as Public Works, building inspectors, assessors and members of non-profit organizations, such as the American Red Cross. When necessary, non-government personnel from the fields of engineering, construction, insurance, property evaluation and related fields, may supplement the effort.
6. County and local Municipalities damage assessment information will be reported to the Damage Assessment Officer at the EOC.
7. Personnel from county departments and agencies, assigned damage assessment responsibilities, will remain under the control of their own departments, but will function under the technical supervision of the Damage Assessment Officer during emergency conditions.
8. All assessment activities in the disaster area will be coordinated with the on-site Incident Commander and the EOC manager.
9. The Coordinator of Emergency Management, in conjunction with the Damage Assessment Officer, will prepare a Damage Assessment Report which will contain information on the following:
 - destroyed property;
 - property sustaining damage;
 - property sustaining damage, for the following categories:
 - a) damage to private property in dollar loss to the extent not covered by insurance:
 - i) homes
 - ii) businesses
 - iii) industries
 - iv) utilities
 - v) hospitals, institutions and private schools
 - b) damage to public property in dollar loss to the extent not covered by insurance:
 - i) road systems
 - ii) bridges
 - iii) water control facilities such as dikes, levees, channels
 - iv) public buildings, equipment, and vehicles
 - v) publicly-owned utilities
 - vi) parks and recreational facilities

Schuyler County Comprehensive Emergency Management

- c) damage to agriculture in dollar loss to the extent not covered by insurance:
 - i) farm buildings
 - ii) machinery and equipment
 - iii) crop losses
 - iv) livestock
- d) cost in dollar value will be calculated for individual assistance in the areas of mass care, housing, and individual family grants
- e) community services provided beyond normal needs
- f) debris clearance and protective measures taken such as pumping, sandbagging, construction of warning signs and barricades, emergency levees, etc.
- g) financing overtime and labor required for emergency operations

SOEM's damage assessment guidance, with appropriate forms, is available from the County Emergency Management Office.

10. The Legislature Chairman, through the Emergency Manager, will submit the Damage Assessment Report to the State Office of Emergency Management. It is required for establishing the eligibility for any State and/or Federal assistance.

Forms for collecting this information are contained in SOEM's Public Assistance Handbook of Policies and Guidelines for Applicants, obtainable from the County Emergency Management Office.

11. Unless otherwise designated by the Legislature Chairman, the Emergency Manager will serve as the County's authorized agent in disaster assistance applications to state and Federal government.

12. The County's authorized agent shall:

- a) Attend public assistance applicant briefing conducted by Federal and State Emergency officials.
- b) Review SOEM's Public Assistance Handbook of Policies and Guidelines for Applicants.
- c) Obtain from the Damage Assessment Officer maps showing disaster damage locations documented with photographs and video tapes.
- d) Prepare and submit Request for Public Assistance in applying for Federal Disaster Assistance
- e) Assign local representative(s) who will accompany the Federal/State Survey Team(s).
- f) Follow up with the designates State and Federal official.
- g) Submit Proof of Insurance, if required.
- h) Prepare and submit project listing if small project grant.
- i) Follow eligibility regarding categorical or flexibly funded grant.
- j) Maintain accurate and adequate documentation for costs on each project.
- k) Observe FEMA time limits for project completion.
- l) Request final inspection of completed work or provide appropriate certificates.
- m) Prepare and submit final claim for reimbursement.
- n) Assist in the required State audit.
- o) Consult with governor's authorized representative (GAR) for assistance.
- p) Maintain summary of damage suffered and recovery actions taken.

B. Planning for Recovery

1. Recovery includes community development and redevelopment.
2. Community Development is based on a comprehensive community development plan prepared under direction of local planning boards with technical assistance provided by the Planning department.
3. Comprehensive community development plans are officially adopted by local government as the official policy for development of the community.
4. Localities with public and political support for land use planning and the corresponding plan implementation tools such as zoning ordinances, subdivision regulations, building codes, etc. have pre-disaster prevention and mitigation capability by applying these methods successfully after disasters.
5. A central focal point of analytical and coordinative planning skills which could obtain the necessary political leadership and backing when needed, is required to coordinate the programs and agencies necessary to bring about a high quality level of recovery and community redevelopment.
6. County Government decides whether the recovery will be managed through existing organizations with planning and coordinative skills or by a recovery task force created exclusively for this purpose.
7. A recovery task force will:
 - a) Direct the recovery with the assistance of county departments and agencies coordinated by the Emergency Management Coordinator.
 - b) Prepare a local recovery and redevelopment plan, unless deemed unnecessary.
8. The recovery and redevelopment plan shall include;
 - a) Replacement, reconstruction, removal, relocation of damaged/destroyed infrastructures/buildings.
 - b) Establishment of priorities for emergency repairs to facilities, buildings and infrastructures.
 - c) Economic recovery and community development.
 - d) New or amended zoning ordinances, subdivision regulations, building and sanitary codes
9. Recovery and redevelopment plan will account for and incorporate to the extent practical, relevant existing plans and policies.
10. Prevention and mitigation measures should be incorporated into all recovery planning where possible.
11. Responsibilities for recovery assigned to local governments depend on whether or not a State disaster emergency has been declared pursuant to Article 2-B of the State Executive Law.
12. If the governor declares a State disaster emergency, then under Section 28-a the local governments have the following responsibilities:
 - a) Any county, city, town or village included in a disaster area shall prepare a local recovery and redevelopment plan, unless the legislative body of the municipality shall determine such a plan to be unnecessary or impractical.

Schuyler County Comprehensive Emergency Management

- b) Within 15 days after declaration of a State disaster, any county, town or village included in such disaster area, shall report to the DPC through SOEM, whether the preparation of a recovery and redevelopment plan has been started and, if not, the reasons for not preparing the plan.
- c) Proposed plans shall be presented at a public hearing upon five (5) days' notice published in a newspaper of general circulation in the area affected and transmitted to the radio and television media for publications and broadcast.
- d) The local recovery and redevelopment plan shall be prepared within 45 days after the declaration of a State disaster and shall be transmitted to the DPC. The DPC shall provide its comments on the plan within 10 days after receiving the plan.
- e) A plan shall be adopted by such county, city, town or village within 10 days after receiving the comments of the DPC.
- f) The adopted plan:
 - i) May be amended at any time in the same manner as originally prepared, revised and adopted; and
 - ii) Shall be the official policy for recovery and redevelopment within the municipality.

C. Reconstruction

1. Reconstruction consists of two phases:
 - a) Phase 1-short term reconstruction to return vital life support systems to minimum operating standards
 - b) Phase 2-long term reconstruction and development which may continue for years after a disaster and will implement the officially adopted plans, policies and programs for redevelopment including risk reduction projects to avoid the conditions and after a disaster and will implement officially adopted plans and policies, including risk reduction projects, to avoid conditions and circumstances that led to the disaster.
2. Long term reconstruction and recovery includes activities such as:
 - a) Scheduling planning for redevelopment
 - b) Analyzing existing State and Federal programs to determine how they may be modified or applied to reconstruction
 - c) Conducting of public meetings and hearings
 - d) Providing temporary housing and facilities
 - e) Public assistance
 - f) Coordinating State/Federal recovery assistance
 - g) Monitoring of reconstruction progress
 - h) Preparation of periodic progress reports to be submitted to SEMO
3. Reconstruction operations must conform to existing State/Federal laws and regulations concerning environmental impact.
4. Reconstruction operations in and around designated historical sites must conform to existing State and FEMA guidelines.

D. Public Information on Recovery Assistance

1. Public Information Officers are responsible for making arrangements with the broadcast media and press to obtain their cooperation in adequately reporting to the public on:
 - a) What kind of emergency assistance is available to the public?
 - b) Who provides the assistance?
 - c) Who is eligible for assistance?
 - d) What kinds of records are needed to document items, which are damaged or destroyed by the disaster.
 - e) What actions to take to apply for assistance.
 - f) Where to apply for assistance.

2. The following types of assistance may be available:
 - a) Food stamps (regular and/or emergency)
 - b) Temporary housing (rental, mobile home, motel)
 - c) Unemployment assistance and job placement (regular and disaster unemployment)
 - d) Veteran's benefits
 - e) Social Security benefits
 - f) Disaster and emergency loans (Small Business Administration, Farmers Home Administration)
 - g) Tax refund
 - h) Individual and family grants
 - i) Legal assistance

All the above information will be prepared jointly by the Federal, State, and County PIOs as appropriate and furnished to the media for reporting to public.

Section V: Mitigation

A. Designation of County Hazard Mitigation Coordinator

1. The Schuylers County Emergency Manager has been designated by the Legislature Chairman as the County Hazard Mitigation Coordinator.
2. The County Hazard Mitigation Coordinator is responsible for coordinating County efforts in reducing hazards in Schuylers County.
3. All County agencies will participate in risk reduction activities with the County Hazard Mitigation Coordinator.
4. The County Hazard Mitigation Coordinator will participate as a member of the County Emergency Planning Committee.

B. Mitigation Policies and Programs

1. County agencies are authorized to:
 - a) promote policies, programs and activities to mitigate hazard risks in their area of responsibility
 - b) Examples of the above are:
 - i) encourage municipalities to adopt comprehensive community development plans, zoning ordinances, subdivision regulations, and building codes that are cognizant of and take into account significant hazards in the county
 - ii) promote compliance with and enforcement of existing laws, regulations, and codes that are related to hazard risks, e, g., building and fire codes, flood plain regulations
 - iii) encourage New York State DOT, the Schuylers County Highway Department and local public works departments to address dangerous conditions on roads used by hazardous materials carriers.
2. The Schuylers County Planning Department is responsible for land use management of county owned land and the review of land use management actions throughout the county, including:
 - a) advising and assisting local governments in the county in developing and adopting comprehensive master plans for community development, zoning ordinances, subdivision regulations and building codes
 - b) assisting and advising the local planning boards in the review process of local zoning and subdivision actions
 - c) participation in State Environmental Quality Review Act (SEQRA) review of proposed projects in the County
3. In all of the above activities, the County Planning Department will take into account the significant hazards in Schuylers County.
4. The Schuylers County Emergency Planning Committee will attempt to meet quarterly to identify specific hazard reduction actions that could be taken for those hazards determined by the hazard analysis to be most significant.

5. For each hazard reduction action identified, the following information is to be included by the County Emergency Planning Committee:
 - a) a description of the action
 - b) a statement on the technical feasibility of the action
 - c) the estimated cost of the action
 - d) the expected benefits of the action and the estimated monetary value of each benefit
 - e) an estimate of the level of community support for the action
6. A Risk Reduction Report shall prioritize and make recommendations concerning the identified actions.
7. A Risk Reduction report shall be presented to the County Emergency Management Office for review, revision, and approval or disapproval, as deemed necessary.
8. The Risk Reduction Report shall be presented to the County Chairman and the County Legislature, via the Public Safety Committee, for consideration and funding.

C. Monitoring of Identified Hazard Areas

1. The County Highway Department will develop, with the necessary assistance of other County departments, the capability to monitor identified hazard areas, in order to detect hazardous situations in their earliest stages.
2. As a hazard or emergency is detected, this information is to be immediately provided to the County Emergency Management Office or the Schuyler County 9-1-1 Communications Center, as appropriate, and disseminated per protocol by the Schuyler County 9-1-1 Communications Center.
3. When appropriate, monitoring stations may be established regarding specific hazard areas where individuals responsible to perform the monitoring tasks can be stationed.
4. Monitoring tasks include detecting the hazard potential and taking measurements or observations of the hazard. (Examples include: rising water levels, toxic exposure levels, slope and ground movement, mass gatherings, the formation and breakup of ice jams, shore erosion, dam conditions, and the National Weather Service's Skywarn program).

Section VI: Glossary

Legislature Chairman: As the term is referred to in Article 2-B of NYS Executive law, and Local Law Number 5 of the year 2004, shall mean the Chairperson of the Board of Legislators or in the event he or she is absent from Schuyler County or unable to discharge the duties of his or her office, his or her successor as provided in the reference local law.

Comprehensive Emergency Management: The implementation and understanding of the interactions and interdependencies of all four phases of emergency management (preparedness, response, recovery and mitigation). Focusing on all phases, aids in minimizing the impacts of emergencies on Schuyler County.

Disaster: The occurrence or imminent threat of wide spread or severe damage, injury, or loss of life or property resulting from any natural or man-made causes.

Emergency: Any incident, whether natural or manmade, that requires responsive action to protect life or property.

Emergency Action Plans: A plan developed by the incident command post or emergency operations center identifying priorities, objectives and resources to be used during response to an incident.

Emergency Operations Center: The physical location at which the coordination of information and resources to support incident management (on-scene operations) activities takes place.

Emergency Phases: Emergency phases include preparedness, response, recovery and mitigation.

Emergency Service Organization: A public or private agency, voluntary organization or group organized and functioning for the purpose of providing fire, medical, ambulance, rescue, housing food or other services directed toward relieving human suffering, injury or loss of life or damage to property as a result of an emergency, including non-profit and governmentally-supported organizations, but excluding governmental agencies.

Endangered Populations: A subset of a population which is particularly susceptible to an emergency situation. This could be based on demographics or a geographic area.

Functional Annex: An annex to the comprehensive emergency management plan which addresses a particular function of response actions (i.e., emergency alerts).

Hazards Specific Annex: An annex to the comprehensive emergency management plan which addresses a particular hazard (i.e., hazardous materials)

HAZNY: An automated hazard analysis program provided by the New York State Office of Emergency Management.

Incident Command Post: The field location where the primary functions are performed.

Incident Command System: A standardized on-scene emergency management construct specifically designed to provide an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries.

Chief Elected Official: The person having overall authority and responsibility for the political subdivisions of Schuyler County. For example, a village major or town supervisor.

Mitigation: Activities providing a critical foundation in the effort to reduce the loss of life and property from natural and/or manmade disasters by avoiding or lessening the impact of a disaster and providing value to the public by creating safer communities. Mitigation seeks to fix the cycle of disaster damage, reconstruction and repeated damage. These activities or actions, in most cases will have a long-term sustained effect.

National Incident Management System: A set of principles that provides a systematic, proactive approach guiding government agencies at all levels, nongovernmental organizations, and the private sector to work seamlessly to prevent, protect against, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size location, or complexity, in order to reduce the loss of life or property and harm to the environment.

Prevention: Actions to avoid an incident or to intervene to stop an incident from occurring..

Reconstruction: Consists of two phases which focus on returning vital life support systems to minimum operating standards and long term development to recover from and mitigate future impacts of similar incidents.

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

Response: Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs.

Route Alerting: Utilizing emergency service vehicle public address systems to drive through neighborhoods and alert residents to or a possible emergency.

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

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Record of Revisions

Revision Number	Date of Revision	Date Entered	Revision Made by
2014 Update	4/13/2015	4/13/2015	WLK

Summary of Changes to Schuyler County CEMP

Revision Instructions

Please remove and Replace or add pages as indicated in the table below

File this page behind your Revision Record in the CEMP

Note if you only have an Electronic Copy replace entire copy with latest version of CEMP

Page Reference	Change
Throughout	Overall Update
Legislature 2015	Replaced with Legislature 2016 2/4/2016
Continuity of local government 2015	Replaced with COG 2016 2/4/2016

CEMP Distribution List

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Dennis A. Fagan
Chairman

Stacy B. Husted, Clerk
County Auditor

Jamee L. Mack, Deputy Clerk

SCHUYLER COUNTY LEGISLATURE

105 Ninth Street Unit 6
Watkins Glen, NY 14891
Phone: (607) 535-8100

E-Mail us at Legislature@co.schuyler.ny.us
Website: www.schuylercounty.us



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SCHUYLER COUNTY LEGISLATORS – 2016

Dennis A. Fagan, Chairman

District VIII (R)
P.O. Box 335
Tyrone, NY 14887
292-3687 (H)
Chairman@co.schuyler.ny.us

Michael L. Lausell

District III (D)
5120 County Road 4
Burdett, NY 14818
227-9226 (C)
MLausell@co.schuyler.ny.us

Barbara J. Halpin

District I (R)
2845 Newtown Road
Odessa, NY 14869
594-3683 (H)
BHalpin@co.schuyler.ny.us

James W.D. Howell, Jr.

District IV (R)
132 Turner Park
Montour Falls, NY 14865
535-7266 (H) 227-1141 (C)
JHowell@co.schuyler.ny.us

Philip C. Barnes

District VI (R)
203 Lakeview Ave.
Watkins Glen, NY 14891
481-0482 (C)
PBarnes@co.schuyler.ny.us

Carl H. Blowers

District V (R)
3910 Hawks View Dr, PO Box 416
Montour falls, NY 14865
535-6174 (H) 237-5469 (C)
CBlowers@co.schuyler.ny.us

Van A. Harp

District II (R)
4363 Cartmell Lane
Burdett, NY 14818
329-2160 (C)
VHarp@co.schuyler.ny.us

Mark F. Rondinaro

District VII, (R)
3339 County Road 30
Watkins Glen, NY 14891
398-0648 (C)
MRondinaro@co.schuyler.ny.us

Resolution No. 3
SCHUYLER COUNTY LEGISLATURE

Organizational Meeting
January 5, 2016

Intro. No. 2
Approved by Committee _____
Approved by Co. Atty. SJG

Motion by Halpin
Seconded by Barnes
Vote: 8 Ayes to 0 Noes
Name of Noes _____

RE: "CONTINUITY OF LOCAL GOVERNMENT" FOR 2016

BE IT RESOLVED, that the duly authorized vice-chairman successors for "Continuity of Local Government", as prescribed by Schuyler County Local Law No. 1-1972, be adopted for the year 2016, as follows:

Chairman	Dennis A. Fagan
#1 Vice-Chairman	Barbara J. Halpin
#2 Vice-Chairman	Philip C. Barnes
#3 Vice-Chairman	Van A. Harp
#4 Vice-Chairman	Michael L. Lausell
#5 Vice-Chairman	James W.D. Howell, Jr.
#6 Vice-Chairman	Carl H. Blowers
#7 Vice-Chairman	Marl F. Rondinaro

Declaration of a local State of Emergency

A State of Emergency is hereby declared in _____ effective at

_____ on _____.
(time) (date)

This State of Emergency has been declared due to _____
_____.

This situation threatens the public safety.

This State of Emergency will remain in effect until rescinded by a subsequent order.

As the Chief Elected Official of _____, I, _____,
(name of Official)

exercise the authority given me under section 24 of the New York State Executive Law, to preserve the public safety and hereby render all required and available assistance vital to the security, well-being, and health of the citizens of this _____.

I hereby direct all departments and agencies of _____ to take whatever steps necessary to protect life and property, public infrastructure, and provide such emergency assistance deemed necessary.

(Signature)

(Name)

(title)

(date)

Local Emergency Evacuating Order

Local Emergency Order Evacuating Vulnerable Areas:

I, _____, the _____, in
accordance with a declaration of a State of Emergency issued on
____, 20____, and pursuant to Section 24 of the State Executive Law, hereby
order the evacuation of all persons from the following zones: (locales)

Zone 1. _____

Zone 2. _____

This evacuation is necessary to protect the public from _____

This order is effective immediately and shall apply until removed by order of the Chief Executive.

Failure to obey this order is a criminal offense.

Signed this _____ day of _____, 20____
_____(date)
(month)

at _____ o'clock, in _____, New York
(time) (municipality)

Signed: _____ Title: _____

Witness: _____ Title: _____

Schuyler County Emergency Management Damage Report Instructions

Objective of the Report – This report provides a situational awareness of a given area or jurisdiction. Combined with other area/jurisdiction reports, the EOC can use these reports to assess scope of the area affected, current status, if additional impacts can be expected and additional resources will be required.

Do Not Delay this report for lack of data. The report can be updated as information becomes available or more accurate.

Submit form electronically (email), by fax or verbally convey information to the County Emergency Management Office.

The top part of the must be filled out for each report. See sample below

Report Number: 1	Event Name: Meads Creek Flooding
Date/Time of Event: Date: Aug 10 2014 Time (24 hr): 1730	Date/Time of Report: Date: Aug 11 2014 Time (24 hr): 0800

Items 1 & 2

Must be filled out to have clear information as to name of jurisdiction and person filling out report, contact informations should clarification of report content be required.

Items 3

Provides the overview of the incident

Item 4

Is to give an understanding of amount of assessment completed. You do not need to be at 100% to submit report

Item 5-10

Fields should only be filled in if information is available. If there is nothing to report foe a specific field, it should be left blank

Item 11

A brief description should be provided regarding ongoing actions, outside assistance being provided or sought, and immediate needs and resource requirements. Descriptions of ongoing concerns based on current situation and planning assumptions may also be listed in this section.

Schuyler County Emergency Management Damage Report

Report Number: _____		Event Name: _____	
Date/Time of Event:		Date/Time of Report:	
Date: _____	Time (24 hr): _____	Date: _____	Time (24 hr): _____

1. Municipality: _____ Person Submitting: _____
2. Phone: _____ Email: _____
3. Briefly Describe Emergency and Area Affected (Hamlets, Roads, homes, etc.):

4. Percent of Initial Assessment Completed: ___ 25% ___ 50% ___ 75% ___ 100%

Critical Infrastructure	Roads	Bridges	Water	Sewer	Electric	Gas
5. Out of Service						
6. Damaged						
9. Destroyed						

10. Rough Estimate of Cost of Damages: _____

11. Special Information/Concerns: