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**Purpose**

To review the roles and responsibilities of the Board of County Commissioners in the event of a disaster impacting Washington County.

**Explanation**

- The WC BOCC and the Constitutional Officers are the elected leadership the residents of Washington County rely on prior to, during, and after a disaster.
- Therefore, it is important to have a basic understanding responsibilities of the WC BOCC when an emergency appears imminent or has impacted the County.

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**The Board's Emergency Authorities**

Resides in Chapter 252.38, FS

- 1.To appropriate and expend funds; make contracts; obtain and distribute equipment, materials, and supplies for emergency management purposes; provide for the health and safety of persons and property.
- 2.Direct and coordinate the development of emergency management plans and programs in accordance with the policies and plans set by the federal and state emergency management agencies.
- 3.Establish, as necessary, a primary and one or more secondary emergency operating centers to provide continuity of government and direction and control of emergency operations.

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### The Board's Emergency Authorities

Resides in Chapter 252.38, FS

4. To request state assistance or invoke emergency-related mutual-aid assistance by declaring a **state of local emergency** ...

5. Has the power and authority to waive the procedures and formalities otherwise required by law pertaining to:

- a. Performance of public work and taking whatever prudent action is necessary to ensure the health, safety, and welfare of the community.
- b. Entering into contracts.
- c. Incurring obligations.

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### The Board's Emergency Authorities

Resides in Chapter 252.38, FS

5. .... power and authority to waive (Cont)

- d. Employment of permanent and temporary workers.
- e. Use of volunteer workers.
- f. Rental of equipment.
- g. Acquisition and distribution, with or without compensation, of supplies, materials, and facilities.
- h. Appropriation and expenditure of public funds

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### The Washington County Board of County Commissioners' Emergency Plans

#### Basic Roles and Responsibilities

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## Washington County Comprehensive Emergency Management Plan (CEMP)

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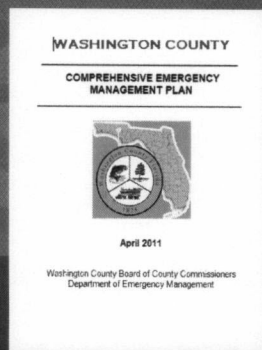
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- Washington County's Emergency Management "Bible".
- Formally approved and adopted by the BOCC.
- Describes how Washington County prepares for, responds to, recovers from, and mitigates disaster impacts.




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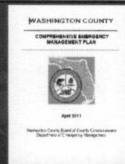
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## Washington County CEMP

- **Basic Plan**
  - Situation
  - Roles and Responsibilities
  - Concept of Operations
- **17 Emergency Support Function Annexes**



- |                             |                                  |
|-----------------------------|----------------------------------|
| 1. Transportation           | 10. Hazardous Materials          |
| 2. Communications           | 11. Food and Water               |
| 3. Public Works             | 12. Energy                       |
| 4. Fire Fighting            | 13. Military Support             |
| 5. Information and Planning | 14. Public Information           |
| 6. Mass Care                | 15. Volunteers and Donated Goods |
| 7. Recourse Support         | 16. Law Enforcement              |
| 8. Health and Medical       | 17. Animal Protection            |
| 9. Search and Rescue        |                                  |

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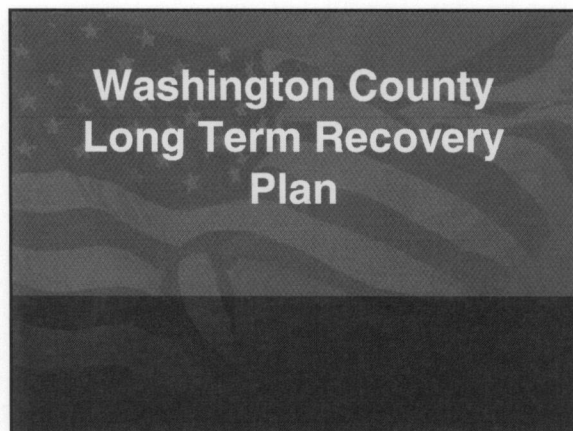
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WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS			
Emergency Plan	All Inclusive Agency Responsibilities	EM Phase	Role
			Primary Support
CEMP - Basic Plan	The County Board of Commission is responsible for the administration of the non-Constitutional, County Departments. The Board, while overseeing operations over the county judiciary, is responsible for hiring a County Administrator and an Emergency Management Director.	All	P
	When conditions warrant, the Board of County Commission may issue an emergency ordinance declaring that an emergency exists, which thereby activates this plan. The authorities of the Board of County Commission are found in section 152, F.S.	All	P
	Approves Mutual Aid Agreements with other agencies	Prep	P
	Approves Memorandums of Understanding with resource providers	Prep	P
	Oversee the response activities for Washington County	Prep	P
	Activates the Washington County Emergency Operations Center when conditions warrant	Prep	P
	The Clerk will work closely with the Board of County Commissioners to identify funds for the recovery effort, to include response, recovery and mitigation functions.	Recr	P
	If funds are not available, the Board of County Commissioners, through the Clerk of the Court will petition the Office of the Governor for a match waiver on the Public Assistance Program, which will absolve the County of having to match the State and Federal funds.	Recr	P



- Describes how to activate a long term planning process in Washington County.
- LTR activation, in coordination with FEMA, can generate significant amounts of funding for LTR projects in Washington County.

WASHINGTON COUNTY  
BOARD OF COUNTY COMMISSIONERS

WASHINGTON COUNTY  
EMERGENCY MANAGEMENT

APRIL, 2009





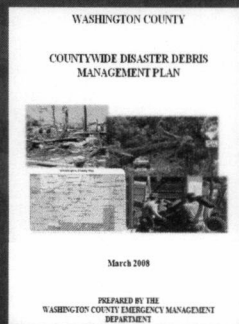
WC Long Term Recovery Plan	BOCC will determine when it is necessary to activate the Washington County Long Term Recovery Plan.	Recv	P	
	The BOCC will delegate the initial coordination efforts of implementing the LTR Task Force to the Washington County Emergency Management Department until the WC LTR Task Force can be created.	Recv	P	
	Oversee the development of the WC LTR Plan, and the LTR planning process. This will include the formation of the Washington County LTR Task Force, which will be comprised of many of the support agencies listed in this SOG.	Recv	P	
	Appoint a chairperson for the WC LTR Task Force, who will provide leadership for the long term recovery efforts appropriate to Washington County.	Recv	P	
	Approve of the project list generated by the LTR Task Force	Recv	P	
	Provide overall support for the LTR process	Recv	P	

# Washington County Debris Plan

# COUNTYWIDE DISASTER DEBRIS MANAGEMENT PLAN 2008

## Debris Management Plan

- Approved by the Florida Division of Emergency Management AND by FEMA.
- Provides guidance on how Washington County will manage large quantities of debris following a disaster.
- Debris management is most often THE most expensive disaster-related cost.





## Washington County Debris Plan

- **Base Plan**
  - Situation Overview
  - Roles and Responsibilities
  - General Operational Requirements
- **8 Debris Annexes**

A. Debris Collection Plan	E. Landfill and Disposal
B. Private Property Demolition and Debris Removal	F. Contracted Services
C. Debris Monitoring	G. Regulations and Eligibility
D. Temporary Debris Storage and Reduction Sites	H. Communications and Public Information

## Washington County Management Debris Plan



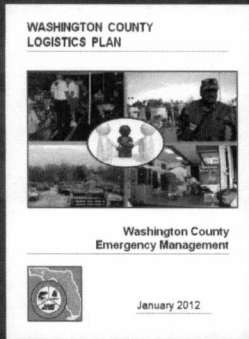
WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS

Emergency Plan	All Inclusive Agency Responsibilities	EM Phase	Role
WC Debris Management Plan	The Board of County Commissioners are ultimately responsible for debris management in Washington County. As such, this responsibility is delegated to the County Administrator, and from them to the Debris Coordinator for the County.	All	P

## Washington County Logistics Plan



- Manages the inflow of post disaster commodities needed for Washington County residents.
- Establishes how the County will operate the Points of Distribution, which is where the impacted citizens first interact with government after a disaster.




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Washington County Logistics Plan			
WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS			
Emergency Plan	All Inclusive Agency Responsibilities	EM Phase	Role Primary - Support
WC Logistics Plan	Delegate the responsibilities of the Logistics Plan to Washington County Emergency Management.	Resp	P
	It shall be the policy of Washington County Board of County Commissioners to maintain, at a minimum, 1,500 gallons of diesel and 1,500 gallons of unleaded fuel for emergency services at the County Public Works Facility. This roughly equates to 72 hours of fuel supply.	Resp	P

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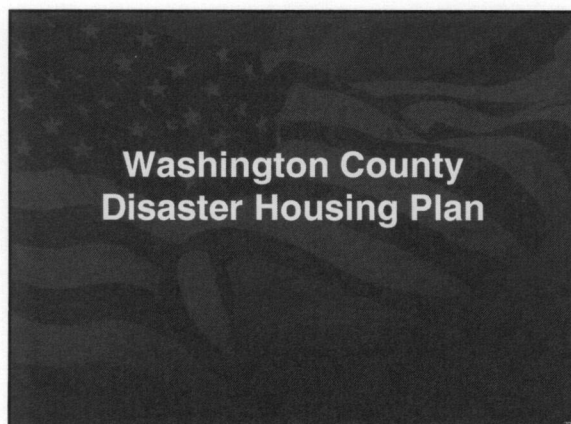
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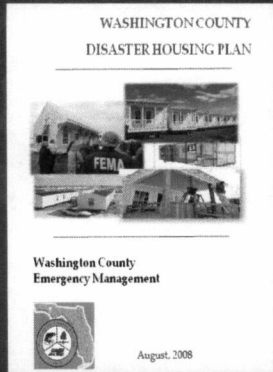
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- Describes Washington County's plan to provide disaster housing for its impacted residents should it be needed
- Describes how FEMA and the State of Florida can assist Washington County with disaster housing requirements.




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Washington County Disaster Housing Plan				
WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS				
Emergency Plan	All Inclusive Agency Responsibilities	EM Phase	Role	
			Primary	Support
WC Disaster Housing Plan	Delegate the responsibilities of the Disaster Housing Plan to Washington County Emergency Management	All	P	
	Upon the recommendation of the Planning Department, the Board of County Commissioners will determine whether any other local requirements for post-disaster housing may be waived, including fees	Resp	P	
	Approves the reallocation of available SHIP funds for disaster related activities, is warranted	Resp	P	

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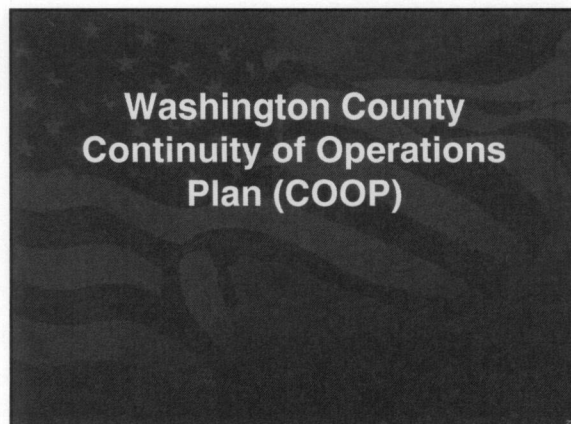
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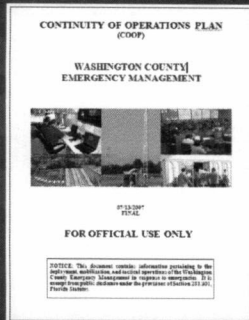
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- Describes how Washington County will protect its assets and business operations when a COOP activation is required.
- The Washington County COOP identifies the procedures it will enact to support the resumption of time-sensitive business operations and functions in the event of their disruption.




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### Washington County Continuity of Operations Plan

- Base Plan
  - Concept of Operations
  - Phase 1 – Activation
  - Phase 2 – Alternate Operations
  - Phase 3 – Reconstitution and Termination
- 15 Annexes

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>A. Coop Team and Resp'ies</li> <li>B. Alternate Facilities</li> <li>C. Mission Essential Functions</li> <li>D. Orders of Succession</li> <li>E. Delegation of Authority</li> <li>F. Notification Procedures</li> <li>G. Vital Records</li> <li>H. Drive Away Kit</li> </ul> | <ul style="list-style-type: none"> <li>I. Alternate Facility Comm.</li> <li>J. Security and Access</li> <li>K. Family Disaster Plan</li> <li>L. Devolution</li> <li>M. Test, Training, Exercises</li> <li>N. Facility Evacuation</li> <li>O. Staff Roster</li> </ul> |
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### Washington County Continuity of Operations Plan (COOP)



WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS

Emergency Plan	All Inclusive Agency Responsibilities	EM Phase	Role	
			Preliminary	Support
Continuity of Operations Plan	Implement the BOCC/Administrators COOP when an event requires the relocation of the Administrator's Office	Resp	P	
	Activate the COOP Activation Team (CAT)	Resp	P	
	Relocate critical materials to the alternate site to ensure mission essential functions for the Administrator's Office can be performed.	Resp	P	
	Be prepared to operate in an alternate location within 12 hours of activating the COOP, and for up to 30 days	Resp	P	
	Contact all key members of the CAT and COOP Support Team (CST) upon determination to activate the BOCC/Administrator's Office COOP.	Resp	P	
	Ensure all vital records are accessible at alternate facility	Resp	P	
	Determine if delegation of authority is necessary as well as devolution agreements	Resp	P	
	Terminate the activities at the alternate site, and return to original facilities	Resp	P	

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## Constitutional Officers

- Sheriff
  - Superintendent of Schools
  - Property Appraiser
  - Supervisor of Elections
  - Tax Collector
- ...are an integral part of the County's Emergency Response Team also!

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## Constitutional Officers

- Sheriff
  - In charge of ESF 2 (Communications), ESF 16 (Law Enforcement) Has various security roles in all of the WCEM Plans.
- Superintendent of Schools
  - Supports ESF 1 (Transportation), ESF 6 (Mass Care), Provides facilities as shelters, etc.
- Property Appraiser
  - Integral member of the damage assessment team, mitigation assessment team, determines economic impact

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## Constitutional Officers

- Clerk of the Court
  - Integral member with responsibilities in all WCEM plans. Manages financial matters related to recovery operations.
- Supervisor of Elections
  - Assists in staffing the Disaster Recovery Centers. Provides assistance as needed.
- Tax Collector
  - Assist is Long Term Recovery by estimating the impact on future tax revenues. Provides assistance as needed.

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### Constitutional Officers

- Washington County pulls together as a team and gets the tasks accomplished.
- This is made easier because of the willingness of the Constitutional Officers to lend their time and resources, when needed for emergency functions.

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### Ensuring Success

- Washington County Emergency Management is one of the best organized, and managed small county programs in the State of Florida.
- Washington County was the first in the State to have a web based CEMP, first to develop a Long Term Recovery Plan, Logistics Plan, and Disaster Housing Plan.
- This is the result of the aggressive posture the county has placed on its readiness to prepare for, respond to, recover from, and mitigate the impacts of disasters.

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### Ensuring Success

To maintain this success rate.....

- Ensure agency representatives are allowed to take full advantage of training and exercises sponsored by WCEM in order to maintain our readiness.
- Continue to make WCEM a priority function within the County government.
- Participate in EM related workshops, public outreach activities, and other opportunities to educate our residents of the hazards they face, and their expectations of government.

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## Teamwork

If you have a plan.....know your responsibilities.....train and exercise....and practice coordination, cooperation and unity.....You will have the keys to SUCCESS!!

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## Washington County Board of County Commissioners Briefing

Thank You

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