

Grand County

Emergency Operations Plan



Prepared By
Grand County Sheriff's Office
Emergency Management

2023

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GRAND COUNTY SHERIFF'S OFFICE

EMERGENCY MANAGEMENT



MISSION STATEMENT

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

FOREWORD

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

This document contains a Basic Plan which serves as a summary document to the supporting sections of the plan. These supporting sections define the roles of each response agency thereby reducing confusion, chaos and conflict during an emergency. NIMS (National Incident Management system) has been implemented in this plan so responders from different jurisdictions and disciplines can work together better in any emergency, including acts of terrorism.

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

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

STATEMENT OF APPROVAL

The undersigned agree to their responsibilities assigned them and their organization in the Grand County Emergency Operations Plan.

Chair, Grand County Commission

Date

Sheriff Jamison Wiggins, Grand County Sheriff

Date

Emergency Management Director

Date

Chair, Moab City Council

Date

GRAND COUNTY EMERGENCY OPERATIONS PLAN RECORD OF CHANGES

Change Number	Date of Change	Date Entered	Change Made By Signature

I. INTRODUCTION

1. Grand County's threat environment includes wildland fires, floods, earthquakes, hazardous materials releases, transportation accidents, tornadoes, terrorism and pandemics.
2. Complex and emerging threats and hazards demand a unified and coordinated county approach to incident management.
3. Achieving these homeland security objectives is a challenge requiring bold steps and adjustments to established structures, processes, and protocols.

II. PURPOSE, SCOPE, APPLICABILITY and LIMITATIONS

A. Purpose

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

B. Scope

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

C. Applicability

1. This EOP is applicable to all County and Municipal agencies, local community organizations, business, and residents. It addresses the types of emergencies likely to occur, from local emergencies to major disasters to catastrophic events. It also establishes a concept of operations that spans from initial detection through post-disaster response, recovery and mitigation.

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

D. Limitations

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

III. HAZARD ANALYSIS AND MITIGATION INFORMATION

A. Environment

1. Grand County



2. There are two incorporated municipalities within the County. The County seat is Moab with a population of 5,303 and the town of Castle Valley with a population of 433. In addition, the following communities are not incorporated: Thompson Springs, Crescent Junction, Castleton, Cisco and Spanish Valley. The entire population of the county is estimated to be 9,698.



a. History and settlement

In the 1880's the territorial legislature carved Grand County from Iron, Kane, Sevier, and Piute counties. The name comes from the Grand River. Early white settlers in the 1870's viewed livestock ranching as more profitable than farming in the harsh desert country. Later, sporadic mining activity brought some economic gain-most significantly with the development of Grand County's uranium deposits in the 1950s.

b. Population

The population in Grand County in 2020 based on the U.S. Census was 9,698. The estimate for 2021 was 9,663, which would be a decrease of 0.1%. The median age is 37 with 2,6 persons per square mile. The City of Moab has nearly 56% of the total county's population. Grand's population is projected to reach 14,119 people by 2060.

c. Personal Income and Wages

Current per capita income is \$59,196 (2019), the state average is \$30,986. Total nonagricultural wages in Grand County in 2019 were \$215 million.

d. Labor Market Indicators

The civilian labor force in Grand County is 6,574 people. The unemployment rate in Grand County is 3.0%. The state unemployment rate is 2.0%.

1. Employment

Nonagricultural employment totaled 6,090 in 2020. Government accounts for nearly 20% of Grand's non-agricultural employment (2020). Services (35.09%) and trade (17.73%) also account for significant shares. Total employment (which includes agriculture, private household, and non-farm proprietors) is projected to grow at an average annual rate of 1.7% from 4,342 in 1990 to 8,485 in 2030.

The largest employer in Grand County is the United States Government. Other major employers are Grand County, Grand County School District, Moab Regional Hospital, City Market and City of Moab.

Miscellaneous

Construction -The total number of residential building permits issued in Grand County in 2020 was 115.

Retail Sales -Gross taxable retail sales, services and business equipment purchases amounted to \$467 million in 2020.

B. Transportation and Roads

1. There is one airport in Grand County located 20 miles north of Moab: Canyonlands Airport.
2. The nearest commercial airline service is located at Cortez, Durango, and Grand Junction, Colorado, and Farmington, New Mexico.
3. State Route 191 traverses Grand County from the North to the South. If the bridge crossing the Colorado River at Moab became dysfunctional there would be a significant impact on the County. Either the Utah Department of Transportation or Grand County almost exclusively maintains public roadways within Grand County. While most percent of secondary roads are paved, there are still several unpaved public roads throughout the County.

IV. HAZARDS ANALYSIS

This hazards analysis for Grand County reviews three specific areas in relationship to hazardous materials responses. These three areas are transportation, pipelines, and fixed facilities.

A. Highway Transportation:

1. There are several major highway corridors which cross through the County. Trucks carry all types of hazardous materials use these corridors. Major routes include the following state highways:
 - a. I-70: East to West Route travels through the State into Colorado
 - b. SR 191: Travels North to South, from I-70 South into San Juan County

Secondary routes include the following state highways:

- a. SR-313: Travels West from SR-191 into Canyonlands National Park and Deadhorse State Park
 - b. SR-279: Travels West from SR-191 to the Potash Plant
 - c. SR-128: Travels East from SR-191 along the Colorado River to Castle Valley
2. Transportation incidents and releases pose the highest threat to the public and responders. The location of an incident or release can occur anywhere in the County and near or in populated areas. There can be any type of material being transported and planning for all types and all locations is difficult. Many factors can add to an incident, such as weather, traffic, locality, time for response, etc.
 3. There are several locations where highways cross water ways and/or run adjacent to water ways. Incidents or releases in these areas can compound problems and remediation. These areas include the following:

B. Pipelines

There are several major pipelines that run through Grand County along with numerous secondary pipelines. Some of the major pipelines include those operated by Dominion Energy Utah, Enterprise Mid America Pipeline, Williams NW Pipeline and others.

Pipeline accidents have been infrequent; however, there remain a possibility of accidents due to several factors, including earthquake, landslide, flood, dam failures, and wildland fires.

C. Fixed Hazardous Materials Facilities

There are a number of fixed facilities located throughout the County. Most of these facilities are involved with the oil and gas exploration industry including several dozen companies. Other fixed facilities within the County include: gasoline and diesel fuel storage facilities, gasoline stations, bulk propane and butane storage facilities, local propane service stations; swimming pools, water treatment facilities and waste water facilities that store chlorine; school facilities that store chemicals, storage locations, both private and public that Store explosives, pesticides, and other hazardous types of chemicals. At the present time, most uranium mines and mining operation are

not in operation. There remains a possibility that some hazardous materials, including explosives, are stored in such locations.

D. Other Hazards

In addition to the possibilities detailed in this section, other factors may add to the possibilities for an incident or release of hazardous materials.

1. Dam Failures:

If certain dams within the county were to fail, the sudden release of water below the dams could impact the stability of some fixed site, transportation routes or railroads. While this possibility is low, planning should be done to see what the possible effects would be in these locations. There are over 19 impoundments within the County that could pose some problems.

2. Earthquakes:

Fault lines are located in a large portion of Grand County but are not found near populated areas. Small Richter Scale magnitude earthquakes have occurred in the county.

3. Landslides:

There are a number of landslides areas within the County. Most are in remote areas, but could cause potentially cause damage to pipelines, facilities and transportation routes.

4. Wildland Fires:

Grand County has experienced some large wildland fires. Increased building of homes in the urban wildland interface will increase the potential for a significant impact on infrastructure from wildland fires. Proper control of areas around homes and facilities should enhance fire protection.

E. MITIGATION

For Natural Hazards, mitigation data has been compiled and is kept in a separate plan entitled Grand County Pre-Disaster Mitigation Plan, dated 2018.

V. NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)

1. The overwhelming majority of emergency incidents are handled on a daily basis by a single jurisdiction at the local level. The National Incident Management System (NIMS) was developed as a standardized approach to incident management and response. This integrated system establishes a uniform set of processes, protocols, and procedures that all emergency responders, at every level of government, utilize to conduct response actions. This system

ensures that those involved in emergency response operations understand what their roles are and have the tools they need to be effective.

2. This planning effort is one step in helping the community achieve NIMS compliance. The benefit of NIMS is that the community is better prepared for an integrated response to an incident. Incident response organizations at all levels are able to implement NIMS.
3. One important component of NIMS is the Incident Command System (ICS).
4. This plan has been organized to utilize Emergency Support Functions as outlined in the National Response Framework.

VI. KEY CONCEPTS

This section summarizes key concepts that are reflected throughout the EOP consistent with the FEMA guidance.

1. **There are four (4) phases of emergency management.** The first two phases should begin prior to a large emergency or disaster but often these phases are ongoing and overlap with phases three and four.
2. The first phase, **mitigation**, includes activities aimed at eliminating or reducing the probability or effects of an occurrence of a disaster.
3. The second phase, **preparedness**, is undertaken because mitigation activities alone cannot keep an emergency from happening or repeating itself. During this phase jurisdictions plan to provide an effective, efficient response; provide and maintain personal protective equipment; install and maintain extensive communications equipment - a cornerstone for successful response activities; provide training to and coordinate with many support organizations; And, always considers special needs populations.
4. The Utah Emergency Interim Succession Act requires every Grand County Official to designate up to three alternates to act in their place on the policy group should they be unavailable or unable to function in time of emergency.
5. The concept of operations is detailed in section IV below and depicts the County's overall approach to emergency response situations.
6. Proactive notification of the emergency response staff, for activation of the County Command Post or Emergency Operation Center (EOC) will be made to the appropriate response personnel by Emergency management staff utilizing a call down system or other appropriate means as detailed in ESF #2-Communication.
7. If the Emergency Alert System (EAS) is utilized, the primary activation stations for Grand County are radio Stations KBDX, FM 92.7, Blanding; KCPX AM 1490, Moab; KZMU 90.1FM/106.7FM, Moab; KCYN 97.1 Moab; and KAAJ-LP 103.5. Most other radio and television stations will also broadcast emergency information. Once activated, EAS information is generally broadcast by all local television and radio stations for the duration of the emergency.
8. For emergencies confined to a limited area (i.e. house fires, hazardous materials incidents, etc.), required population protection actions may be implemented by the Incident Commander on scene.

9. Systematic and coordinated incident management will include protocols for: incident reporting; coordinated planning and action; alert and notification; mobilization of appropriate resources to augment those of Grand County; and operating under differing threats and threat levels while integrating crisis and consequence management.
10. Incidents must be managed at the lowest possible jurisdictional level and supported by additional response capabilities when needed.
11. Grand County encourages and exercises interagency coordination, integration, and communication, vertically and horizontally.
12. Grand County coordinates interagency and intergovernmental planning, training, exercising, assessment, coordination, and information exchange through the use of mutual aid and agreements when needed.
13. Interagency efforts will be organized to minimize damage, restore impacted areas to pre-incident conditions if feasible, and/or implementation of programs to mitigate vulnerability to future events.
14. Development of detailed supplemental operations, tactical and hazard-specific contingency plans and/or procedures.
15. Grand County will require responder safety and health precautions are taken.
16. Grand County makes every effort to educate, coordinate with and utilize the private-sector and their resources.
17. The EOP is organized by ESF's to facilitate the delivery of critical resources, assets and assistance from outside agencies.
18. The **recovery phase includes those** actions to: thoroughly assess the impacts from an emergency or disaster; provide life support needs to victims; restore infrastructure and lifelines; Return people to their homes, if evacuated; debris removal; and, ensure that residents, response agencies, and business owners are able to return to business as usual.
19. Life safety is the primary goal of every emergency. Additionally, pet and animal safety will be considered in this EOP.

VII. AUTHORITIES and REFERENCES

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

A. AUTHORITIES

1. The State of Utah Emergency Management Act of 1981.
2. The State of Utah Disaster Response and Recovery Act of 1981.

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

B. REFERENCES

1. GUIDE FOR ALL-HAZARD EMERGENCY OPERATIONS PLANNING, State and Local Guide (SLG) 101, September 1996, currently under revision.
2. GUIDE FOR ALL-HAZARD EMERGENCY OPERATIONS PLANNING, State and Local Guide (SLG) 101, Chapter 6, Attachment G - Terrorism, April 2001.
3. STATE OF UTAH EMERGENCY OPERATIONS PLAN (EOP), November 2006.
4. TOOELE COUNTY EMERGENCY MANAGEMENT PLAN, revised 2010.
5. PUBLIC ASSISTANCE GUIDE (FEMA 286), September, 1996, as amended by FEMA 322, October 1999-.
6. DISASTER RECOVERY OPERATIONS MANUAL, Utah Division of Comprehensive Emergency Management, October 1993.
7. NATIONAL RESPONSE PLAN, U. S. Department of Homeland Security (HSPD-5), December 2004, as changed May 25, 2006.
8. NATIONAL INCIDENT MANAGEMENT SYSTEM, U.S. Dept of Homeland Security, Homeland Security Presidential Directive (HSPD)- HSPD-5, March 1, 2004.
9. NATIONAL RESPONSE FRAMEWORK, U. S. Department of Homeland Security, January 2008, effective March 2008, and superseding the corresponding sections of the National Response Plan with 2006 revisions.

VIII. PLANNING ASSUMPTIONS and CONSIDERATIONS

- A. Grand County has approximately 14,360 residents. Grand County may experience any of the hazards listed in the hazard analysis section of this Plan. The hazards are:
 1. Earthquake
 2. Flood
 3. Hazardous Materials
 4. Pandemic Disease Outbreaks
 5. Severe Storms & Lightning
 6. Severe Winter Storm
 7. Terrorism

8. Wildland Fires

- B. This plan anticipates the possibility of any or all of these hazards occurring.
- C. Incidents are managed at the lowest possible geographic, organizational, and jurisdictional level.
- D. Incident management activities will be initiated and conducted using the principles of NIMS.
- E. Any time an emergency or major disaster occurs, and/or the emergency operations center is activated, the appropriate sections of this emergency response plan will be considered activated and established response procedures followed.
- F. The combined expertise and capabilities of government at all levels, the private sector, and nongovernmental organizations will be required to prevent, prepare for, respond to, and recover from emergencies or major disasters.
- G. Additional to disaster planning for the general population of Grand County, special plans have been developed for critical facilities (hospital, nursing home and schools), institutionalized persons (the county jail), the elderly, the physically or mentally challenged, non-English speaking and by private industry. Those plans have been developed by the responsible agencies and considered throughout the development of this plan.
- H. Deployment of resources and incident management activities during an actual or potential terrorist incident are conducted in coordination with the U. S. Department of Justice (DOJ).
- I. Response procedures in place allow for improvisation or adjustment as may become necessary to handle the scope of the emergency or disaster situation
- J. Major disasters will require a high level of inter- and intra- jurisdictional coordination of operations and resources at all levels of government and may involve multiple, highly varied hazards or threats;
 - 1. Result in numerous casualties, fatalities, displaced people, property loss, disruption of normal life-support systems, essential public services, basic infrastructures, and change to the environment;
 - 2. Impact critical infrastructures across a wide geographic area;
 - 3. Overwhelm the capabilities of state, local and tribal governments and private-sector owners and operators;
 - 4. Attract a sizeable influx of independent, spontaneous volunteers and supplies;
 - 5. Require extremely short-notice state and federal asset coordination and response timelines; and
 - 6. Require prolonged, sustained incident management operations and support activities.
- K. Response agencies shall be familiar with their role in response activities; have in place their own operating guidelines for accomplishing the tasks described here; and have been appropriately trained and equipped, within the limits of current staffing and financial constraints, to fulfill the responsibilities defined in this plan.
- L. Grand County has limited resources. Many responders are volunteers (i.e. fire fighters, search & rescue, EMS, VOAD, etc.). It is unknown, in advance, how many responders will be available at the time of emergency due to daily work requirements and family concerns.

- M. Plans are in place to supplement available county resources by requesting the assistance of jurisdictions outside Grand County, neighboring counties, the State of Utah, or in extreme cases Federal agencies, private industry and volunteers.
- N. When incidents are declared disasters or major emergencies by the President, federal support to States is delivered in accordance with relevant provisions of the Stafford Act.
- O. ESFs may be selectively activated for both Stafford Act and non-Stafford Act incidents where federal departments or agencies request DEM assistance. Not all incidents result in the activation of ESFs.

IX. ORGANIZATIONAL ROLES AND RESPONSIBILITIES

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

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

Local Police, fire, public health and medical, emergency management, public works, environmental response, and other personnel are often the first to arrive and the last to leave an incident site. In some instances, a Federal agency in the local area may act as a first responder, and the local assets of Federal agencies may be used to advise or assist State or local officials in accordance with agency authorities and procedures.

Mutual aid agreements provide mechanisms to mobilize and employ resources from neighboring jurisdictions to support the incident command.

Should State resources and capabilities become overwhelmed, Governors may request Federal assistance under a Presidential disaster or emergency declaration. Summarized below are the responsibilities of the Local Chief Executive Officer, and Governor.

1. LOCAL CHIEF EXECUTIVE OFFICER

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

- a. Is responsible for coordinating with other jurisdictional leaders, with core private sector business and NGO leaders.
- b. Identify local resources to address the full spectrum of actions to prevent, prepare for, respond to, and recover from incidents involving all hazards including terrorism, natural disasters, accidents, and other contingencies;
- c. Support participation in local mitigation efforts within the jurisdiction and, as appropriate, with the private sector;

- d. Understand and implement laws and regulations that support emergency management and incident response;
- e. Ensure that local emergency preparedness plans take into account the needs of individuals with special needs;
- f. Dependent upon State and local law, and in coordination with the Sheriff may suspend local laws and ordinances, such as to establish a curfew, direct evacuations, and, in coordination with the local health authority, to order a quarantine;
- g. Provides leadership and plays a key role in communicating to the public, and in helping people, businesses, and organizations cope with the consequences of any type of domestic incident within the jurisdiction;
- h. Negotiates and enters into mutual aid agreements with other jurisdictions to facilitate resource-sharing; and,
- i. Requests State and, if necessary, Federal assistance through the Division of Emergency Management to the Governor when the jurisdiction's capabilities have been exceeded or exhausted.

2. GOVERNOR

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

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

X. EMERGENCY SUPPORT FUNCTIONS (ESF)

1. This EOP applies a functional approach that groups the capabilities of county departments and agencies ESFs to provide the planning, support, resources, program implementation, and emergency services that are most likely to be needed during emergencies and disasters.

The County response to actual or potential threats is typically provided through the full or partial activation of the ESF structure as necessary.

2. Each ESF is composed of primary and support agencies. This EOP identifies primary agencies on the basis of authorities, resources, and capabilities. Support agencies are assigned based on resources and capabilities in a given functional area. The resources provided by the ESFs reflect the resource-typing categories identified in the NIMS.

The scope of each ESF is summarized in Figure 1 on the following page. ESFs support one another in carrying out their respective roles and responsibilities. The roles and responsibilities of ESF coordinators, primary agencies, and support agencies can be found in the introduction to the ESF Annexes.

Emergency Support Functions

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

ESF #11-Agriculture and Natural Resources	<ul style="list-style-type: none"> ▪ Nutrition assistance ▪ Animal and plant disease/pest response ▪ Food safety and security ▪ Natural and cultural resources and historic properties protection and restoration
ESF #12-Energy	<ul style="list-style-type: none"> ▪ Energy Infrastructure assessment, repair, and restoration ▪ Energy industry utilities coordination ▪ Energy forecast
ESF #13-Law Enforcement	<ul style="list-style-type: none"> ▪ Law Enforcement ▪ Facility and resource security ▪ Security planning and technical and resource assistance ▪ Public safety/security support ▪ Access, traffic, and crowd control
ESF #14-Long Term Community Recovery and Mitigation	<ul style="list-style-type: none"> ▪ Social and economic community impact assessment ▪ Long-term community recovery assistance to States, local governments, and the private sector ▪ Mitigation analysis and program implementation
ESF #15-Public Information	<ul style="list-style-type: none"> ▪ Emergency Public Information and protective action guidance ▪ Media and community relations ▪ Congressional and international affairs ▪ Insular affairs (all entities circumscribed and detached in viewpoint and experience)
ESF #16 – Military Support	<ul style="list-style-type: none"> ▪ Utah National Guard support to local governments

A. Nongovernmental and Volunteer Organizations (NGOs)

1. NGOs collaborate with first responders, governments at all levels, and other agencies and organizations providing relief services to sustain life, reduce physical and emotional distress, and promote recovery of disaster victims when assistance is not available from other sources. For example, the American Red Cross (ARC) is an NGO that provides relief at the local level and also coordinates the Mass Care element of ESF #6. The ARC Chapter serving Grand County is the Mountain Land Chapter whose main offices are in Provo, Utah.
2. The National Voluntary Organizations Active in Disaster (NVOAD) is a consortium of more than 30 recognized national organizations. Such entities provide significant capabilities to incident management and response efforts at all levels. For example, the wildlife rescue and rehabilitation activities conducted during a pollution emergency are often carried out by private, nonprofit organizations working with natural resource trustee agencies. Groups that

are very active in Utah (UVOAD) include, but are not limited to, the Salvation Army, United Way, LDS Relief Services, the Southern Baptist Church and Catholic Charities.

B. Private Sector

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

Type of Organization	Role
Impacted Organization or Infrastructure	Private-sector organizations may be affected by direct or indirect consequences of the incident, including privately owned critical infrastructure, key resources, and those main private-sector organizations that are significant to local, regional, and national economic recovery from the incident. Examples of privately owned infrastructure include transportation, telecommunications, private utilities, financial institutions, and hospitals.
Response Resource	Private-sector organizations provide response resources (donated or compensated) during an incident-including specialized teams, equipment, and advanced technologies-through local public-private emergency plans, mutual aid agreements, or incident-specific requests from government and private-sector-volunteered initiatives..
Regulated and/or Responsible Party	Owners/operators of certain regulated facilities or hazardous operations may bear responsibilities under the law for preparing for and preventing incidents from occurring, and responding to an incident once it occurs.
State-Local Emergency Organization Member	Private sector organizations may serve as an active partner in local and State emergency preparedness and response organizations and activities

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

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

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

C. Citizen Involvement

1. Strong partnerships with citizen groups and organizations provide support for incident management prevention, preparedness, response, recovery, and mitigation.
2. The U.S. Citizen Corps brings these groups together through programs developed by the Department of Justice, Department of Homeland Security, and Department of Health and Human Services, and focuses the efforts of individuals through education, training, and volunteer service to help make communities safer, stronger, and better prepared to address the threats of terrorism, crime, public health issues, and disasters of all kinds.
3. The Grand County volunteer organizations providing services in planning activities and during emergencies include the Faith Based Coalition and the American Red Cross. These and other affiliate programs provide opportunities for special skills and interests to be utilized; develop targeted outreach for special-needs groups; and participate in special projects and community events.
4. Other organizations affiliated with the Citizen Corps program are the Civil Air Patrol (CAP), American Red Cross (ARC) and the Amateur Radio Emergency Services (ARES) organizations which are also coordinated through County Emergency Management.

5. The National Animal Health Emergency Response Corps (NAHERC) helps to protect public health by providing a ready reserve of private and State animal health technicians and veterinarians to combat threats to U.S. livestock and poultry in the event of a large outbreak of an animal disease.
6. The Grand County Red Cross chapter will develop solutions to support the care of pets when during emergencies. Based on national ARC guidance, the following incorporated into ARC plans:
 - a. Develop a resource list for animal welfare, boarding sites, and local vets;
 - b. Provide referral and pet care information to shelter residents;
 - c. Provide feeding assistance to pet shelter workers;
 - d. Coordinate with local emergency management in disseminating information to the media; and,
 - e. Offer pet first aid courses to support preparedness.

XI. RESPONSE CONCEPT OF OPERATIONS

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

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

1. The Grand County Commission;
2. The Grand County Sheriff;
3. The Emergency Management Director;
4. The Grand County Attorney;
5. The Grand County Clerk/Auditor and,
6. Other Grand County Officials, as appropriate for the emergency.

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

In the large majority of incidents, the County Emergency Management Director will activate the EOP and incident coordination will occur at or near the scene of the incident. In a major incident, the Emergency Operations Center (EOC) would be activated. The EOC is located at 2600 US-191 in Moab, UT. Activation is based on the level of the emergency. The purpose of the EOC is to provide a central location from which government at any or all levels can provide intra-agency and multiagency coordination and executive decision making for managing disaster response and recovery. The type and level of EOC

activation levels are shown in the table below:

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

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

Organizations or departments reporting to the EOC may include but are not limited to:

1. Grand County Commission;
2. Grand County Attorney;
3. Grand County Clerk/Auditor
4. Emergency Management;
5. Grand County Sheriff;
6. Fire/Hazardous Materials;
7. Engineering/Public Works;
8. Public and Environmental Health;
9. Emergency Medical Services;
10. Grand County School District;
11. Human Resources;
12. Public Information Team;
13. Red Cross/Mass Care;
14. State, Federal and other liaisons; and
15. Utilities

Note: See the EOC Organizational Chart and the ESF Matrix of Primary and Support Agencies.

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

Appropriate hospitals will be alerted by EOC staff if casualties are anticipated and emergency medical services are required.

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

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

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

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

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

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

The Grand County Policy Group will maintain command and management of emergency response activities and provide public support and information as appropriate for the duration of the emergency. See ESF #15 External and Public Affairs.

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

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

XII. OPERATIONAL RESPONSIBILITIES

The EOC has five functions:

1. Direction and Control (broad guidance, not tactical)

2. Situation Assessment and Information analysis
3. Intra- and multiagency / jurisdictional coordination
4. Priority Establishment
5. Resource Allocation

For Grand County, the EOC is a fixed facility. Emergency Management may also deploy the mobile command post to serve as the EOC.

A. Policy Group

Emergency Management – ESF #5. The Grand County Commission, the Grand County Sheriff, the Emergency Management Director, County Attorney, County Clerk/Auditor and other Grand County officials will form a Grand County Policy Group which will support and manage emergency operations from the Grand County Emergency Operations Center (EOC)/Command Post. The EOC serves as the central coordination facility for support and management of County emergency response activities/agencies during an emergency or disaster. An alternate EOC, if needed, may be established to be determined at the time of the emergency.

B. Operations Group

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

1. **Law Enforcement – ESF #13.** The Grand County Sheriff is responsible for Law Enforcement - ESF #13. Under the direction of the Sheriff, the Chief Deputy Sheriff, or designee, will report to the EOC to serve as the Law Enforcement Coordinator in the Operations Group. The Law Enforcement Coordinator will manage and coordinate law enforcement functions throughout the County to execute effective response operations. Law enforcement departments and agencies in Grand County include:
 - a. Grand County Sheriff's Office
 - b. Moab City Police Department
 - c. Utah Highway Patrol/other state law enforcement agencies
 - d. Adult Probation and Parole
 - e. Federal Bureau of Investigation (FBI)/Other federal law enforcement

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

2. **Search and Rescue – ESF #9.** The primary agency for handling search and rescue activities is the Grand County Sheriff, supported by local fire departments and other volunteers.
3. **Fire Fighting – ESF #4.** During times of emergency or disaster, the Grand County Fire Chief is responsible for managing ESF #4 - Fire Fighting. When appropriate, the County Fire Chief, or designee, will report to the EOC to serve as the EOC Fire Coordinator in the Operations Group. City Fire Department Chief will be responsible for fires within incorporated jurisdictions.

The Fire Coordinator will manage fire fighting functions in coordination with various fire agencies throughout the County to execute effective response operations. Fire departments and agencies in Grand County include:

- a. Moab Valley Fire Protection District
- b. Castle Valley Fire Department
- c. Thompson Springs Fire Department
- d. Pack Creek Fire Department
- e. Agencies affiliated with Moab Interagency Fire Center

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

4. **Resource Support – ESF #7.** Resource Support Assists Emergency Management with acquiring needed resources before, during and/or after incidents requiring a coordinated multi-agency or multi-jurisdictional response. Often this will be handled within response organizations or through mutual aid. In a major disaster this may be personnel from the Grand County Clerk/Auditor’s office.
5. **Hazardous Materials (HazMat) Response – ESF# 10.** The Moab Valley Fire Protection District is responsible for managing Hazardous Materials – ESF #10. When appropriate, the Fire Districts Hazardous Materials Operations Manager, or designee, will report to the EOC to serve as the EOC HazMat Coordinator in the Operations Group. Through Mutual Aid agreements, the HazMat Coordinator will coordinate with the designated Regional HazMat Team members from the Region 7 and Region 6 to execute effective response operations. Regional HazMat Team members are drawn from various law enforcement, EMS, environmental health, and fire fighting agencies. The Regional HazMat Response Plan will be implemented.
In an extreme or prolonged incident, the HazMat team may request the Utah Army National Guard (UNG) Civil Support Team (CST) which has HazMat response capabilities. UNG resources are only activated by the Governor through a request to Utah DEM.
6. **Emergency Medical Services - ESF #8.** During times of emergency or disaster, the Grand County Emergency Medical Services, supported by the Southeastern Utah Public Health Coordinator, are jointly responsible for executing Public Health and Medical Services (EMS) - ESF #8 and specifically managing available medical personnel, facilities, and equipment. The designated Medical Coordinator will respond to the Command Post/EOC to coordinate with the Medical Officer and the EMS Director in executing effective emergency medical

response functions. Support EMS personnel may also be requested through mutual aid from neighboring counties.

7. **Health Department/Environmental Health –ESF #8.** During times of emergency or disaster, the Southeast Utah Public Health Coordinator is responsible for ESF #8 Public Health and Medical Services and a support agency for ESF #6 Mass Care, Housing and Human Services. Medical personnel will be required to staff any County activated reception centers; coordinate with Public Works agencies and the American Red Cross to ensure that reception centers and shelters are sanitary and equipped with appropriate health and medical supplies; and assume management of all health and medical resources during evacuation. The Environmental Health Coordinator will ensure the purity and integrity of all water systems in Grand County, inspect reception centers and shelters for correct food handling procedures, ensure the absence of hazardous materials in populated areas, and provide a representative to the Recovery Planning Group.

A Public and Environmental Health Coordinator shall report to the EOC and be prepared to interface with the EOC Administrative Coordinator, the American Red Cross, Public Works and School Coordinators, as well as the State Departments of Public Health, Environmental Quality, Agriculture and Food, and other appropriate county, state and federal agencies. Southeast Utah Health Department offices are located at 575 Kane Creek Blvd, Moab, UT; Price, UT and Castle Dale, UT.

8. **Mass Care, Housing and Human Services – ESF#6.** The Mountainlands Chapter of the ARC, working with the Grand County Emergency Management, plans and provides training to local volunteers in the management of mass care facilities, i.e. shelters and/or reception centers. An ARC representative shall report to the EOC to coordinate with the Grand County EOC Administrative Coordinator and the Health, Medical, Human Services and School Coordinators to provide emergency feeding and lodging accommodations and other human services to evacuees or displaced persons, as well as school children and other special needs populations. The ARC ensures that shelters are opened, safe, sanitary, well-ventilated, and equipped with the appropriate personnel and supplies to meet evacuee needs.

The Grand County Human Services Coordinator is responsible for assisting victims with special needs under ESF #6. A Human Needs Coordinator from Grand County Aging and Adult Services will report to the EOC to coordinate support and assistance for requirements such as:

- a. Crisis counseling
- b. Aging and Adult Services
- c. Hearing impaired, blind, and handicapped services
- d. Language interpretation
- e. Clergy/religious support
- f. Animal Control and Shelter
- g. Special Populations' and other Transportation needs

The Human Needs Coordinator will report to the EOC and work in conjunction with local and State mental health providers, special needs groups, religious organizations, law enforcement and other volunteer or civic organizations to assist victims to the greatest extent possible with available resources.

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

9. **Transportation – ESF #1.** The School District Business Manager or representative will report to the EOC to manage school bus transportation resources in conjunction with the School Bus Coordinator who will dispatch buses and drivers from the Bus Garage, located at 760 Fourth E St, Moab, UT 84532 Each bus is equipped with radio communications. Radio communications are also available at the Schools Workstation at the EOC and at every school. ESF #1 -Transportation shall maintain a listing of busses that may be available.
10. **Agriculture and Natural Resources – ESF #11.** This ESF includes five primary functions: providing nutrition assistance; responding to animal and plant diseases and pests; ensuring the safety and security of the commercial food supply; protecting NCH resources; and, providing for the safety and well-being of household pets.

At the local level this will most likely be handled by the Utah State Extension Office working closely with the Health Department and local veterinarians. State assistance will be likely during a major disaster.

11. **Public Works – ESF # 3.** During times of emergency or disaster, the County Road Superintendent will serve as the Public Works Coordinator and is responsible for all sanitation systems, temporary landfills, the repair and maintenance of county and state roads, the inspection of public and private buildings, mass care facilities and dwellings for safety and sanitation. Equipment or manpower or other resources may also be provided to assist with evacuation or other protective actions.

The Public Works Coordinator shall report to the EOC prepared to work with the Health Coordinators, the ARC, and the Policy Group and outside support jurisdictions, if required, to provide assistance to the maximum extent possible with existing resources.

12. **Energy- ESF #12.** The term energy includes producing, refining, transporting, generating, transmitting, conserving, building, distributing, maintaining, and controlling energy systems and system components. All energy systems are considered critical infrastructure and in that light a coordinator(s) will report to the EOC to act as liaison to the utility companies whose field representatives may be stationed at the Incident Command Post (ICP). The EOC shall develop and maintain an energy emergency 24-Hour Points-of-Contact lists with information unique to Grand County. If information is inadequate, the liaison may contact the State EOC for assistance in making contact with an energy supplier, or related entity.

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

C. Administration and Logistics

1. Plan Development and Maintenance

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

2. Financial Management

During an emergency, detailed records must be kept for tracking and reporting purposes. Pictures are extremely important to document all types of loss and/or damages and areas needing repair or reconstruction. Documentation, to include the aforementioned pictures, is required on the utilization of all personnel and equipment for financial reporting and reimbursement requests. Copies of reporting forms will be provided to the appropriate agencies in the Grand County EOC, and are listed below: Maintain and update all status reports* for emergency operations

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

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

Other administrative responsibilities include but are not limited to:

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

3. Logistics Management

All tasked organizations will make available the services and equipment normally utilized to perform emergency operations. All equipment will be maintained in good working order.

If equipment is stored within the hazard area, this equipment may have to be relocated to sustain response operations. Since communication is vital to effective response operations, organizations must:

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

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

I. PURPOSE

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

II. ORGANIZATION

A. Policy/ Administration Group

1. Grand County Emergency Policy/ Administration Group consist of the following
 - a. Grand County Commission
 - b. County Sheriff
 - c. County Attorney
 - d. County Clerk/Auditor
2. The Municipalities Emergency Policy/Administration Group may consist of the following:
 - a. Mayor
 - b. Board Members
 - c. Manager/Clerk
 - d. Police Chief
 - e. Emergency Management Coordinator
 - f. Designees as necessary.

B. Support/Coordination Groups

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

C. Operations Group

1. Grand County Operations Group consists of the individuals who are in the field.

2. The Emergency Operations Group is organized under the Incident Command System, and is assigned accordingly.
3. This group is tasked with carrying out operations in the field.

D. Assignment of Individual Responsibilities

1. Chairperson, Grand County Commission or Designee

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

2. Commission Members

- a. Serves as lead and primary point-of-contact for the Policy Group.
- b. Implement the County Emergency Plan by the authority of the Chairman of the County Board of Commissioners or Designee.
- c. Adopt or change policies.
- d. Make policy decisions.
- e. Keeps county government functioning throughout the emergency. Develop and implement plans to provide governmental services throughout the emergency.
- f. In cooperation with the County Attorney's Office, manage contract control as needed to carry out emergency operations.
- g. Upon approval of the Chairman of the County Commission, or his successor, initiate Declaration of State Emergency and supporting documents.
- h. Serve as Liaison with local municipalities to ensure continuity and coordination throughout the incident.
- i. Direct county Agencies and encourage allied agencies to develop and continually update emergency plans and standard operating procedure (SOPs) relating to emergency response.
- j. Support the Utah Department of Public Safety –Division of Homeland Security (DHLS) in the development of periodic exercises and test of the emergency systems.
- k. Function as the official spokesman and Public Information Officer or assure that a qualified trained PIO is in place.

- l. Clear information with the incident commander and county PIO before releasing any information to the media.
- m. Coordinate emergency response actions with County Officials from adjoining jurisdictions.
- n. Implement direction and policy making functions as necessary to provide for optimum protection of public health and safety within the county.
- o. Authorize requests for state and federal aid.
- p. Appoint designee for Air Operations conducted during emergency/disaster situations.
- q. Provide personnel to support EOC operations in accordance with EOC Plan and SOP.

3. County Attorney

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

4. Mayors

Mayors or their designee may declare a State of Emergency for the Municipality.

Mayors may designate the City Manager or his/her designee to carry out the functions listed below:

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

5. County Emergency Management Director

- a. Develop and carry out plans and standard operating procedures for emergency management operations during emergency and disaster situations.
- b. Perform assigned duties according to Utah Code and local ordinances.
- c. Develop and carry out plans in accordance with Federal and State procedure.
- d. Evaluate incident(s) and determine if the EOC should be activated and at what level.
- e. Notify personnel to support EOC operations in accordance with EOC Plan and SOP.
- f. Develop and maintain a current notification list of emergency operations personnel. This constantly updated list should also be distributed to the County Dispatch Center, and allied agencies.
- g. Provide for delivery of programs to properly train the emergency management organizations.
- h. Maintain a current list of available resources.
- i. Coordinate the procurement of resources requested from municipalities and/or counties within the County and direct aid to areas where needed.
- j. Contract with private resource providers in those cases where county resources cannot meet resource or recovery requirements.
- k. Request additional resources from the State in those cases where county resources cannot meet resource or recovery requirements.
- l. Coordinate exercises and test of the emergency systems within the County.
- m. Alert and activate, as necessary, the County Emergency Management Organization when informed of an emergency within the County.
- n. Submit necessary emergency information and report to the proper agencies during emergency and disaster events.
- o. Assume the role of the EOC Director.
- p. Maintain liaison with municipal, counties, State and Federal agencies as necessary to support operations.
- q. Serve as the Community Emergency Coordinator as defined by SARA Title III and The Local Emergency Planning Committee.
- r. Coordinate emergency response actions with Emergency Management Coordinators in adjoining jurisdictions.
- s. Serve as advisor for emergency operations during emergency/disaster.
- t. Maintain operational readiness of the County Emergency Operations Center.
- u. Perform hazard analysis to determine potential evacuation areas and evacuation routes.
- v. Identify and arrange for suitable shelter locations.
- w. Authorize the release of any information to the media.
- x. Responsible for the Direction and Control section of the Emergency Operations Plan.
- y. Use NIMS and coordinate with Incident Command.

6. County Planning Department

- a. Provide personnel to support EOC operations in accordance with EOC Plan and SOG.
- b. Attend Periodic briefings and set planning priorities and objectives in cooperation with the other EOC groups.
- c. Support the development of the Incident Action Plan for each operational period.
- d. Develop Situation Reports as needed.
- e. Provide statistical data, demographics and projections for populations at risk.
- f. Collect and process all information and intelligence.
- g. Review intelligence information, determine its credibility and predict its influence on the situation.
- h. Assemble information on alternate strategies.
- i. Initiate planning for recovery in the disaster area(s).
- j. Maintain an Activity Log and ensure documentation of personnel and equipment used during the emergency.
- k. Determine weather conditions and keep the EOC updated.
- l. In cooperation with the County Clerk/Auditor, keep accurate and detailed records of regular and overtime hours spent responding to and recovering from the emergency.

7. County Geographical Information Systems (GIS)

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

8. County Sheriff

- a. Develop and maintain standard operating procedures for law enforcement operations during emergency and disaster situations.
- b. Provide personnel to support EOC operations in cooperation with EOC Plans and SOG.
- c. Provide direction and control for law enforcement operations.
- d. Plan for, coordinate, and provide personnel for search and rescue operations for stranded, missing, or lost persons.
- e. Coordinate/provide security for the EOC, damaged areas, vital facilities and equipment, staging areas and shelter operations as needed.
- f. Assist Communications with the Warning and Notifications process for the affected population of any existing or impending emergency/disaster.

- g. Coordinate traffic control and other law enforcement activities throughout the County during operations.
- h. Direct the evacuation of citizens, and serve as the evacuation manager.
- i. Function as or designate the official Public Information Officer for law enforcement operations.
- j. Using the Animal Protection Plan (Annex P) assist with animal control issues.
- k. Request State Emergency status and establish-curfews as necessary.

9. County Communications Director (Central Dispatch)

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

10. Municipal Law Enforcement

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

11. County Public Information Officer (County Administrator or Administrator's designee)

- a. Activate the Joint Information Center if necessary.
- b. Develop and maintain standard procedures for public information operations during emergency and disaster operations.

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

12. County Fire Marshal

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

13. City Fire Department

- a. Assist law enforcement with Warning and Notification of the affected population of an existing or impending emergency.
- b. Provide personnel to support EOC operations in cooperation with EOC Plans and SOG.

- c. Plan for coordination of fire fighting activities throughout the County during disasters.
- d. Assist in Search Rescue operations.
- e. Provide direction and control during hazardous materials incidents.
- f. Assist public works department with emergency debris removal (“cut & shove”) to allow for emergency vehicle response.
- g. Assist public works with lighting for night operations.
- h. Manages fire department resources and directs fire department operations.

14. Ambulance Coordinator

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

15. State Human Services – Division of Services for People with Disabilities

- a. Provide personnel to support functions in the EOC in accordance with the EOC Plan and SOP.
- b. Develop and maintain standard operating procedures for Human Service operations during emergency/disaster situations.
- c. Coordinate and direct emergency shelter operations with the local Red Cross Chapter and Superintendent of Grand County Schools.
- d. Coordinate with the Public Health Director concerning needs for special needs population.
- e. Establish and provide shelter management staffing for Special Needs Shelters, including coordination of public health and medical care needs for victims.
- f. Provide training for shelter managers for Public and Special needs shelters.

- g. Coordinate with Health, Mental Health and other volunteer/non-volunteer agencies, both public and private, to provide support personnel during sheltering.
- h. Coordinate transition of emergency shelter operations with Red Cross management.

16. SEUDHD Public Health Director

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

17. Mental Health Director

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

18. County Clerk-Auditor

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

19. Damage Assessment (Assessor/Buildings Department)

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

20. County Facilities Manager

- a. Develop and maintain standard operating procedures for records protection during disaster situations.
- b. Coordinate damage assessment teams conducting field surveys, and assure teams are properly trained and equipped.
- c. Collect data, prepare damage assessment reports, and forward reports to the EOC.
- d. Provide statistical data, blueprints, etc. as needed.
- e. Assist the Emergency Management Coordinator and other County or municipal agency representatives who are conducting recovery operations in prioritizing and restoration of affected facilities.
- f. Provide personnel to support EOC operations in accordance with EOC Plan and SOP.

21. USU Cooperative Extension

- a. Serve as a technical specialist to the Planning Group.
- b. In cooperation with Grand County Sheriff's Department (Animal Control), assist in protection actions as identified in the County Animal Protection plan.
- c. In cooperation with the Grand County Public Information Officer, provide additional information to the public regarding consumable goods and food supplies.
- d. Provide information on Agribusiness Operations to health or Social Services and other appropriate agencies within the EOC.
- e. Provide personnel to support the Planning Group as needed.
- f. In cooperation with the County-Clerk Auditor, keep accurate and detailed records of regular and overtime hours spent responding to and recovering from the emergency.
- g. Maintain an Activity Log and ensure documentation of personnel and equipment used during the emergency. Precise information is essential to meet requirements for reimbursement by the State and Federal governments.

22. Superintendent of Schools

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

23. County Management Information System Director

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

24. Amateur Radio Operator

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

25. County Human Resources

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

26. Red Cross/Salvation Army

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

- a. In Cooperation with the Department of Human Services manage and coordinate Mass Care, food and shelter for victims.
- b. Provide for bulk distribution of relief supplies to general public and emergency workers.
- c. Provide personnel to support EOC operations in accordance with EOC Plan and SOP.
- d. In cooperation with the Area Agency on Aging, manage the donation of goods and services necessary to carry out response and recovery efforts.
- f. Assist the Volunteer Coordinator in managing volunteers as necessary to carry out response and recovery efforts.
- g. In cooperation with the Logistics Group, coordinate citizen volunteers and victims request for assistance. Match available resources with request for services.

- h. In cooperation with the County/Clerk Auditor, keep accurate and detailed records of regular and overtime hours spent responding to and recovering from the emergency.
- i. Maintain an Activity Log and ensure documentation of personnel and equipment used during the emergency. Precise information is essential to meet requirements for reimbursement by the State and Federal governments.

27. Area Agency on Aging

- a. Provide personnel to support EOC operations in accordance with EOC Plan and SOP.
- b. Will manage the donation of goods and services necessary to carry out response and recovery efforts with the assistance of Salvation Army.
- c. Provide meals on wheels.
- d. Organize and operate the Donations receiving and dispensing warehouse. Identify resources needed to operate donations warehouse.
- e. Coordinate transportation resources in cooperation with the Grand County School System (Bus Garage) and private sector agencies.
- f. In cooperation with the County Clerk/Auditor, keep accurate and detailed records of regular and overtime hours spent responding to and recovering from the emergency.
- g. Maintain an Activity Log and ensure documentation of personnel and equipment used during the emergency. Precise information is essential to meet requirements for reimbursement by the State and Federal governments.

28. County Road Department

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

29. County Medical Examiner

- a. Medical Examiners and Coroners are responsible for the dead. Develop and maintain standard procedures for the handling of mass fatality incidents.
- b. In the event of a Mass Fatalities Incident, operations will be coordinated by the Medical Examiner working in cooperation with the Emergency Management Coordinator and, where designated, the Utah Medical Examiner's Office Response Team's Coordinator. Coordinate with health dept too?
- c. The local funeral directors will serve as an assist group to the Medical Examiner, by supplying, equipment, vehicles and personnel as available.
- d. Will coordinate the establishment of temporary morgue sites as needed. Identified sites are Grand Hospital and Blue Mountain Hospital.

30. Animal Control Officer

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

31. Public Library

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

32. Warning Coordinator

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

33. Water/Sewer Districts

- a. Coordinate with County and Municipal agencies for restoration of public water systems.
- b. Coordinate with SEUDHD Coordinate on environmental health activities for water control and sanitation.
- c. Manages public works resources and directs public works operations (e.g., water supply/treatment).

- d. Coordinates with private sector utilities (power and gas) on shutdown and service restoration.
- e. Coordinates with private sector utilities and contractors for use of private sector resources in public works-related operations.
- f. Provide personnel to support EOC operations in accordance with EOC Plan and SOP.

34. EOC Manager

- a. Manages the EOC as a physical facility.
- b. Oversees the planning and development of procedures to accomplish the emergency communications function during emergency operations.
- c. Ensures a sufficient number of personnel are assigned to the communications and information processing sections in the EOC.
- d. Review and update listings including phone numbers of emergency response personnel to be notified of emergency situations.
- e. Designates one or more facilities to serve as the jurisdiction's alternate EOC.
- f. Ensures that communications, warning, and other necessary operations support equipment is readily available for use in the alternate EOC.
- g. Coordinates NIMS with IC.
- h. Coordinates with State Liaison.

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

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

36. Hospital Administrative Coordinator

- a. Develop and maintain standard operating procedures for medical facilities.
- b. Activate and execute Hospital Emergency Plans as needed.

- c. In cooperation with the Ambulance Coordinator receive and care for the needs of patients during emergency and disaster events. Including mass casualties and/or Haz-mat contaminated patients.
- d. In cooperation with the County Public Information Officer clear all media releases during an emergency situation through the appropriate channels.
- e. Administrator or designee will be assigned as liaison to the Emergency Operations Center.

37. All Tasked Organizations

- a. Maintain current internal personnel notification rosters and SOP's to perform assigned tasks.
- b. Negotiate, coordinate, and prepare mutual aid agreements, as All Tasked Organizations includes those identified above, and all other government, tribal, or private sector organizations that have been assigned tasking in the EOP to perform response functions.
- c. Analyze need and determine specific communications resource requirements.
- d. Work with EOC communications coordinator to ensure equipment and procedures are compatible.
- e. Identify potential sources of additional equipment and supplies.
- f. Provide for continuity of operations by taking action to:
- g. Ensure that lines of succession for key management positions are established to ensure continuous leadership and authority for emergency actions and decisions in emergency conditions.
- h. Protect records, facilities, and organizational equipment deemed essential for sustaining government functions and conducting emergency operations.
- i. Ensure, if practical, that alternate operating locations are available should the primary location suffer damage, become inaccessible, or require evacuation.
Alternate operating locations provide a means to continue organizational functions during emergency conditions.
- j. Protect emergency response staff. This includes actions to:
 - 1. Obtain, as appropriate, all necessary protective respiratory devices and clothing, detection and decontamination equipment, and antidotes for personnel assigned to perform tasks during response operations.
 - 2. Ensure assigned personnel are trained on the use of protective gear, detection and decontamination devices, and antidotes.
 - 3. Provide security at facilities.
 - 4. Rotate staff or schedule time off to prevent burnout.
 - 5. Make stress counseling available.
- k. Ensure the functioning of communications and other essential equipment. This includes actions to:

1. Test, maintain, and repair communications and warning equipment.
2. Stockpile supplies and repair equipment.

38. County Emergency Operations Center

The Grand County Emergency Operations Center is the facility that is used to coordinate a County response to any major emergency or disaster. The Grand County Emergency Operations Center located at 2600 US-191, Moab, UT 84532. Security and maintenance of the County Emergency Operations Center facilities will be carried out in accordance with the Emergency Operations center Standard Operating Procedures/Guides. In the event the Emergency Operations Center in Grand County is threatened, an alternate Emergency Operations Center may be activated. The alternate Emergency Operations center is the Mobile Command Center.

The levels of activation for the County Emergency Operations Center will correspond to the Levels of Response identified on pages 17 and 18 of the Basic Plan.

E. Organization

1. By the direction of the Board of Commissioners, each County agency or department with emergency or disaster responsibilities, along with local jurisdictions, must have multi-hazard emergency plans and implementing procedures. The organization to implement the County Emergency Operations plan under emergency or disaster conditions consists of County agencies having Primary Coordinating and Support Agency roles, as specified in the functional emergency support functions.
2. Figure 1-2: Grand County Emergency Operations Center Organization Chart, details the overall response of the County Emergency Operations Plan. Direction and control is the responsibility of the Emergency Management Director, with implementation and coordination conducted by emergency management.

Figure 1-2. Emergency Operations Center Organizational Chart

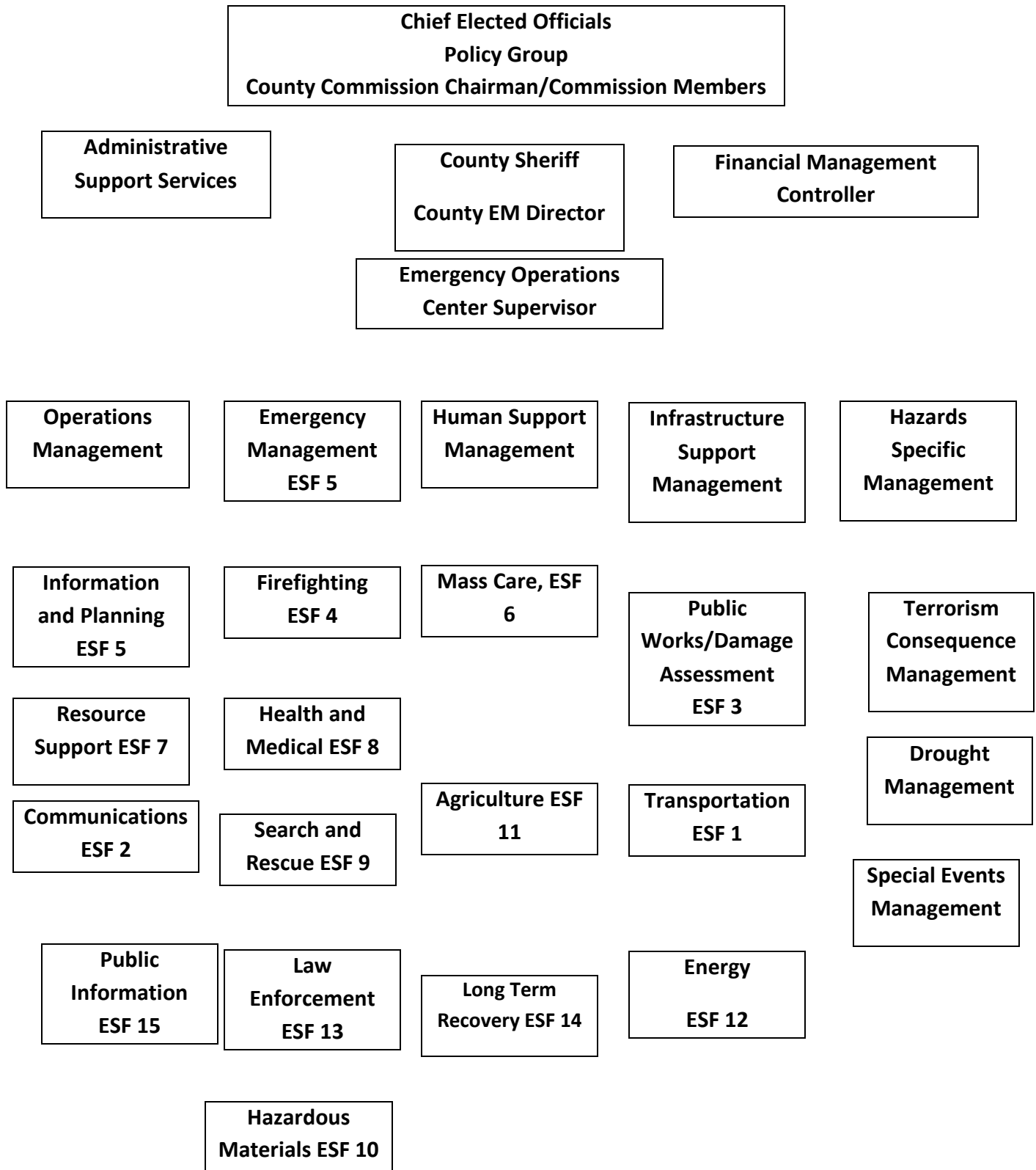


Table 1-1: Organizational Responsibilities for Response Functions

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

P Primary Responsibility

S Support Responsibility

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

III. DIRECTION AND CONTROL

A. Situation and Assumptions

1. Situation
 - a. Many hazards exist within or threaten the County which has the potential to cause major emergencies and disasters, warrant centralization of the direction and control function in order to conduct effective and efficient emergency operations.
 - b. Traditionally, municipalities may open and operate municipal EOCs during a County wide or regional emergency. Consequently, municipalities normally depend on Direction and Control from the County during times of disaster.
 - c. The County Emergency Operating Center serves as the central direction and control point for countywide emergency response activities.
 - d. The county Emergency Operating Center (EOC) will be located in the County EOC Building south of Moab on Highway 191.
 - e. The Grand County Mobile Command Post has been designated as the alternate Emergency Operating Center.
 - f. Municipalities may utilize facilities within their jurisdiction as EOCs and the County may provide staff as the situation dictates.
 - g. The County and/or Municipality EOCs will be activated upon the threat or occurrence of a major emergency/disaster and designated personnel will report to their EOC in a timely fashion.
2. Assumptions
 - a. All municipalities will not likely send a representative to the County EOC.
 - b. It is assumed that the municipalities will maintain communications with the County EOC via daily briefings, telephone, radio or fax.
 - c. Cities will act in unison with the County on such issues as proclamations, security, and public information.
 - d. NIMS will be used in all incidents.

IV. CONCEPT OF OPERATIONS

A. General

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

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

B. Staffing

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

- j. Utilities: Public Works, Rocky Mountain Power, Dominion Energy. Group Leader: County or City Public Works Department Manager or Designer.
- k. Damage assessment/ Recovery: Assessor Officer, Inspections Department, GIS Department, County Clerk/Auditor Officer and American Red Cross. Group Leader: County Building Department.
- l. Haz-Mat: Fire Representative, Sheriff's Office, EMS Representative, Emergency Management Director, Regional Haz-Mat Team. Group Leader: Grand County Haz-Mat Chair.
- m. Donated Goods/Unmet Needs: American Red Cross, Salvation Army, Area Agency on Aging, Volunteers. Group Leaders; Area Agency on Aging Director
- n. Volunteers: American Red Cross, Salvation Army, Volunteers. Group Leader: Red Cross Designee.
- o. Search and Rescue: Sheriff's Office Coordinator, Search and Rescue Commanders.

Group Leader: Sheriff's Office Coordinator.